

PETITION TO WAIVE REQUIREMENTS (Form E)

Students are required to submit a petition if they have issues meeting any Department policy, procedure, internship eligibility requisite, or graduation requirement. Please consult with a faculty advisor before completing this form.

Student/Petition Information

| | | |
|---------------|--|---|
| Name | Student ID | |
| Phone | E-mail @mail.sfsu.edu | |
| Emphasis | | |
| GPA (Major) | (SF State) | (Overall) |
| Units (Major) | (SF State) | (Overall) |
| Petition | <input type="checkbox"/> Incomplete pre-internship experience (<600 hours) | <input type="checkbox"/> Internship outside suggested emphasis area |
| | <input type="checkbox"/> Not meeting prerequisites | <input type="checkbox"/> Internship at current/previous employment |
| | <input type="checkbox"/> Additional coursework needed during internship | <input type="checkbox"/> Internship outside 60-mile limit |
| | <input type="checkbox"/> Below minimum GPA | <input type="checkbox"/> Internship begin/end date |
| | <input type="checkbox"/> Other (describe): | |

Justification

Attach a typed explanation and if applicable, any additional information/documentation justifying your petition.

Note: The decision criteria used to approve or deny a petition will include, but is not limited to, GPA, work experience, and demonstration of ability to successfully complete all degree requirements (i.e., University, GE, Major) before identified graduation date. Incomplete forms will be returned to student without faculty review.

Acknowledgement

I verify that the information on this form and attached explanation/documentation are correct, and I understand that whether my petition is approved or denied, I am responsible for fulfilling all Department requirements and adhering to all Department policies and procedures.

Student Signature

Date

Office Use Only

Action Taken

- Denied !
- Approved !
- Approved w/condition(s): !

Internship Coordinator Signature

Date