



UNIVERSITY OF CENTRAL FLORIDA

GRADUATE STUDIES

Graduate Petition Form

Family or Last Name _____ **First Name** _____

Social Security Number - - **Personal ID (PID)** _____

Mailing Address _____

City _____ **State** _____ **ZIP Code** _____

Home Phone () _____ **E-mail Address** _____

Date _____ **Expected Graduation Date:** **Term** _____ **Year** _____

Adviser _____ **Graduate Program** _____

Petition Code (see list of codes below) _____

1. The nature of the petition must be specified by the petitioner and the following must be included: a) A clear statement of what exactly is being requested. b) A clear statement of why the request is being petitioned and why the petition should be supported. c) For petitions involving courses, the course name and prefix must be included.
2. A letter stating the rationale for supporting or not supporting the petition must accompany the petition. This letter should come from a faculty adviser or the graduate program director. All denials of petitions (e.g. by the committee or dean) should be explained.
3. All petition forms must be reviewed and signed by the adviser, program or graduate coordinator, college graduate committee, and college dean/school director prior to being sent to the graduate council.
4. At any time during the review process, the graduate council may request additional information from the parties involved in the petition.

Reviewed by	Supported	Not Supported*	Signature	Date
Adviser	<input type="checkbox"/>	<input type="checkbox"/>		/ /
Program Coordinator	<input type="checkbox"/>	<input type="checkbox"/>		/ /
Graduate Coordinator	<input type="checkbox"/>	<input type="checkbox"/>		/ /
College Graduate Committee	<input type="checkbox"/>	<input type="checkbox"/>		/ /
College Dean	<input type="checkbox"/>	<input type="checkbox"/>		/ /
Graduate Council (when needed)	<input type="checkbox"/>	<input type="checkbox"/>		/ /
UCF Graduate Studies	<input type="checkbox"/>	<input type="checkbox"/>		/ /

- GSPADE Appeal of decision to deny admission
- GSPWBA Waiver of bachelor's degree
- GSPSUB Course substitution (need only dept & college approval)
- GSPSTH Request to substitute directed research, research report, or independent study hours and thesis or dissertation hours
- GSP3YR Graduate certificate 3 yr rule
- GSPCER Graduate certificate course
- GSPGRD Grade appeal
- GSPOTH Other
- GSPW15 Waiver of 15 hours at 6000 level
- GSPWIN Waiver of internship (need only dept & college approval)
- GSPIND Independent study hrs: >6 hrs in master's; >12 hrs in doctoral
- GSPD06 Waiver of 6 hrs to be taken at UCF outside doctoral program area

- GSP9PB More than 9 hrs taken in post bac status
- GSPRES Waiver of residency hours
- GSPREA Readmission to a graduate program
- GSP7YR 7 year rule
- GSPCAT Reverting to old catalog year
- GSPTHE Waiver of thesis hours
- GSPTR6 More than 6 hrs of Traveling Scholar hours
- GSPGRC Accept post bac or transfer course with grade of C+ or lower
- GSP9MA More than 9 hrs transfer hours in Master's program
- GSP6UG More than 6 hrs of undergraduate course work
- GSP30D More than 30 hrs of transfer work into Doctoral program
- GSP36E More than 36 hrs of transfer into Doctoral (Engineering)
- GSPGPA Waiver of dismissal for less than 3.0 GPA