

# WASHINGTON STATE UNIVERSITY UNIVERSITY REQUIREMENT PETITION

*Petitions should be submitted no later than the term prior to graduation*

What are you looking for?	When should you use it?	Routing for Signatures
<input type="checkbox"/> <b>University Graduation Requirement Petition</b>	To fulfill University graduation requirements: <ul style="list-style-type: none"> <li>• 2.0 minimum gpa</li> <li>• 40 upper division-credits</li> <li>• 120 credits</li> </ul>	1. Student 2. Academic Advisor 3. Department Chair 4. College Dean or Designee 5. Division of Academic Engagement and Student Achievement (DAESA) zip 1061, Lighty 180, 335-1352
<input type="checkbox"/> <b>University Common Requirement Petition</b>	To fulfill University Common Requirements	1. Student 2. Academic Advisor 3. College Dean or Designee 4. <i>Division of Academic Engagement and Student Achievement (DAESA) zip 1061, Lighty 180, 335-1352</i>
<input type="checkbox"/> <b>Honors to University Common Requirements</b>	To fulfill University Common Requirements with Honors courses, if a student is leaving the Honors College	1. Student 2. Academic Advisor in major 3. <i>Division of Academic Engagement and Student Achievement (DAESA) zip 1061, Lighty 180, 335-1352</i>
<b>Transfer Course Substitution Requests</b>	The form is available at the following hyperlink:  <a href="https://advising.wsu.edu/advisors/advisingforms/">https://advising.wsu.edu/advisors/advisingforms/</a>	

**Please include with all petitions:**

- 1. Current Advisement Report**
- 2. Copies of all transcripts and Transfer Credit Report if transfer student**
- 3. Course descriptions and/or syllabi for all substitutions**

NAME: \_\_\_\_\_

EXPECTED GRADUATION DATE: \_\_\_\_\_

WSU ID #: \_\_\_\_\_

MAJOR: \_\_\_\_\_

WSU Campus: \_\_\_\_\_

WSU E-MAIL: \_\_\_\_\_

LOCAL ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

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I petition to **substitute** (course prefix and course number): \_\_\_\_\_

From (college or university): \_\_\_\_\_

Final grade: \_\_\_\_\_

Semester/Quarter hours: \_\_\_\_\_

To fulfill the following requirement: \_\_\_\_\_

1. What is the reason for the petition request?
  
  
  
  
  
  
  
  
  
  
2. Why are you unable to complete the requirement?
  
  
  
  
  
  
  
  
  
  
3. Why should this course be considered for a substitution?

**OR**

I petition to **waive** the following requirement: \_\_\_\_\_

1. Why are you unable to complete the requirement?

***Recommendation by advisor:***

Please provide a complete rationale for support and note all other options considered for this student.

