

Your petition is a request that some element of the School of Graduate Studies admission/readmission policy or regulation be waived. As with any request, it will be processed quickly if you write our petition clearly and concisely and complete all applicable items on the form. Your petition need not be typed; however, if your handwriting cannot be interpreted or your request is not clearly written, the petition will be returned to you for clarification.

Some tips on petitioning:

- If you have not taken a required test, e.g., GMAT, GRE, MAT, etc. indicate when you plan to take the test.
- You may submit letters of recommendation, support, etc. should you feel they will help support your admission request (attach the letters/documents to your petition).
- In your petition statement, present the reasons why you feel that you should be admitted/readmitted into a degree program or non-degree status. Don't expect the petitions committees to guess as to why you should be admitted. Give relevant and factual information supporting your admission or re-admission.

Return the completed petition form to the School of Graduate Studies, 344 Student Union. Your petition will be forwarded to your academic program and then to the appropriate college/school petitions committee for review and recommendation to the Dean, School of Graduate Studies. The processing time of your petition is dependent on the meeting dates of the petitions committees. Consequently, it is difficult to predict, with accuracy, when a final decision will be made. You will receive written notification of the final decision.

If you have any questions concerning your petition or the petitions process, please contact Gerald C. Malicki, Assistant Dean and Director of Graduate Admissions and Records.



**WRIGHT STATE
UNIVERSITY**

Graduate Admission / Readmission Petition

School of
Graduate Studies

775-2976 / 344 SU

Students petitioning for admission or readmission should return this form to the School of Graduate Studies. The school will forward the petition to the appropriate College/School Petitions Committee for its review and recommendation to the Dean, School of Graduate Studies. You will be notified by letter after a final decision is rendered.

I HEREBY PETITION TO THE SCHOOL OF GRADUATE STUDIES FOR

- | | | |
|--------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> Admission | <input type="checkbox"/> Fall 20__ | <input type="checkbox"/> In Degree Status |
| <input type="checkbox"/> Readmission | <input type="checkbox"/> Winter 20__ | <input type="checkbox"/> In Non-Degree Status |
| | <input type="checkbox"/> Spring 20__ | <input type="checkbox"/> In Certification Status |
| | <input type="checkbox"/> Summer 20__ | |

Name _____ SSN _____
 Address Street _____
 City _____ State _____ Zip _____
 Home Phone () _____ Work / Cell Phone () _____
 Email _____ Desired WSU Major _____
 WSU College/School to which you want to be admitted _____

List below, in chronological order, all colleges/universities attended (including WSU) for both undergraduate and postgraduate work. Continue on a separate sheet if necessary:

University Attended	Dates Attended	Degree	Date Awarded	Major

TEST SCORES

- GMAT (Graduate Management Admissions Test): _____
 GRE (Graduate Record Examination): _____
 MAT (Miller Analogies Test) (Education only): _____

GRADE POINT AVERAGES

- Estimated undergraduate accumulative GPA (based on a 4.0 scale): _____
- Estimated GPA for any graduate work taken at Wright State University: _____
- Estimated GPA for graduate work at other colleges/universities: _____

(continued on back)

PERSONAL COMMENTS

State your petition clearly and concisely. Include all facts and circumstances you want considered in your behalf. If appropriate, include relevant reasons to account for low grades and/or test scores. Attach any supporting statement or documents to this form. If additional space is required, please continue on a blank sheet of paper and attach the statement to this form. Please sign and date below your comments. _____

Signature of Student:

Date:

Petitioners: Do not write below this line

DEPARTMENT OR PROGRAM RECOMMENDATION

Approve Deny

Comments _____

Signature of Dept Chair or Program Director:

Date:

COLLEGE/SCHOOL GRADUATE OR PETITIONS COMMITTEE RECOMMENDATION

Approve Deny

Comments _____

Signature of Petitions Committee Chair:

Date:

SCHOOL OF GRADUATE STUDIES

Agree with Committee's recommendation
 Disagree with Committee's recommendation

Comments _____

Signature of Dean, School of Graduate Studies:

Date:

STUDENT AFFAIRS COMMITTEE

Approve Deny

Comments _____

Signature of Chair, Student Affairs Committee:

Date: