



Non-Matriculated, Open University Students Taking SJSU Studies Courses for Non-GE Credit

INSTRUCTIONS:

1. Only for undergraduate, Open University students who are not matriculated at SJSU and do not plan to matriculate here. Use this form if you wish to enroll in a SJSU Studies course. By signing this petition, you agree that should you ever matriculate at SJSU, you may NOT use this course for SJSU Studies credit.
2. Completely fill out this form. Requests will NOT be accepted if any attachments or signatures are missing.
3. Attach a statement explaining your request and why you are making it.
4. Attach ALL required documentation.
5. Get signature from the instructor indicating there is room in the course.
6. Turn your petition into the Undergraduate Studies Office, along with a self-addressed, stamped envelope.

SJSU Student ID Number _____

Name _____ Date _____

Complete Address _____

Email _____ Daytime Phone _____

Home University where you are matriculated _____

Student Signature (agreeing to # 1 above) _____

REQUIRED ATTACHMENTS (photocopies are acceptable)

Statement explaining your request and why you are making it, including brief description of course(s) or writing products

Catalog descriptions of writing courses

Recommendation from Instructor Indicating Reasons for Adding Student:

Instructor Teaching the Course Date

FINAL DECISION

Approved Denied Other

Comments:

Associate Dean, Undergraduate Studies Date

FOR OFFICE USE ONLY: Original: records	Copy: student	
_____ PeopleSoft Comments (must be initialed)		1/07