Petition for Opt Out of Grade Forgiveness

(known as Retroactive Academic Renewal prior to Fall 2009)

Your petition will not be processed if you are not using the current form. Please check http://www.sjsu.edu/ugs/students/petitions/list/ to be certain that you are using the most recent version of this petition. If you choose to opt out, you may not, at some later date choose to reverse the decision. Additionally, grade forgiveness will not be possible for any future attempts at the same course. Opting out after the last day of term is not possible.

If eligible for (automatic) grade forgiveness, you may choose to opt out by the add deadline of the term during which you are enrolled in the eligible second attempt at a course. A brief personal statement is needed, explaining why you wish to opt out.

If you submit this petition after the add deadline, your personal statement must not only explain why you wish to opt out, but also why are submitting your request late.

SJSU ID _____ Major _____
Student Name (print) _____
Phone (cell preferred) _____ Email address _____

Course information (use an additional petition form if more than two courses)

Dept & Course # _____ Term (1st attempt) _____ Grade (1st attempt) _____
Term (2nd attempt) _____

Dept & Course # _____ Term (1st attempt) _____ Grade (1st attempt) _____
Term (2nd attempt) _____

Please indicate YES or NO for each of the required items for submission of a completed petition		
YES	**NO**	**Required Items:**
◯	◯	This is the current version of the petition form (from http://www.sjsu.edu/ugs/students/petitions/list)
◯	◯	Personal Statement
◯	◯	Page 1 of Degree Progress Report
◯	◯	Unofficial SJSU transcript
◯	◯	All the information provided in this petition is truthful and complete

Submit directly to the Office of Undergraduate Studies (ADM 159). Incomplete petitions will not be processed unless there an explanation for all of the above items that are indicated **NO**:

Associate Dean, UGS Decision (circle one): **APPROVE** **DENY**
Comments (optional):

Stephen Branz

Name (print) Signature Date DATA ENTRY / DATE