

**PETITION FOR MISSED TERM WORK FORM (MBA ONLY)**

To: The Student Experience Office (RJC 333) Date: \_\_\_\_\_  
 Student's Name: \_\_\_\_\_ Student Number : \_\_\_\_\_  
 Student's Email: \_\_\_\_\_  
 Program that the student is currently enrolled in:  
 Full Time  Part Time  Co-op  Accelerated

**STUDENT TO COMPLETE**

**Supporting Documentation must be attached to all petitions.**

Course Code	Term (Fall/Winter/Spring)	Instructor	Academic Work Missed	Dates Missed

Please Note:

- This form is intended for missed course work only. An Application for Deferred MBA Final Examination form must be completed for missed FINAL exams.
- All petitions must be accompanied by supporting documentation.
- Students are limited to a maximum of 3 medical certificates per academic year after which the student must meet with the MBA Program Director.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Approved  Declined

Authorizing Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- Original in Student File
- Copy in Missed Work File
- Professor notified of petition approval