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| 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 |
| |  | | --- | | STUDENT TO COMPLETE |   **Supporting Documentation must be attached to all petitions.**  **\*\* Weight of missed work must be worth 10% or more.**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Course Code** | **Term (Fall/Winter/Spring)** | **Instructor** | **Academic Work Missed** | **Dates Missed** | **\*\* Weight** | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  |   Reason for missed work: ­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  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 |