

## Instructions for Petition Form

**I wish to petition for:** This form is used for all concentration petitions, so describe what you are petitioning for (e.g. deferral of sophomore tutorial requirement; counting Stat 104 toward basic methods; counting [course number and name] as non-dept. advanced course).

**Course Information:** Please fill out all relevant info. This semester's course information not required if you are petitioning to count a course you took in the past.

**Petition Statement:** You should write your petition statement carefully. The department often decides a petition on the basis of information provided in a statement. If you are petitioning for concentration elective credit for a non-departmental course, be sure to explain how the course meets the criteria for petitioned course described on the [Approved Non-Departmental Courses](#) webpage.

**Course Syllabus:** Please include a syllabus if you are petitioning to count a course toward concentration requirements.

**\*FAS Concentration Credit Petition Form:** [This form](#) is *required* by the FAS Registrar if you are cross-registering into a course at a different school (e.g., HGSE, HKS) and want concentration credit.

**Signatures:** These signatures attest that you have discussed your petition with your concentration advisor, and that your advisor believes you have made the strongest case you can for your request. This signature does not signify that your advisor agrees with your request or that the department approves it.

**Submission:** This application should be submitted with attachments to the Psychology Undergraduate Office, William James Hall 218.

PETITIONS FOR:	FALL 2018	SPRING 2019
Requirement Postponement	September 11	January 31
Cross-Registration* for Dept. or Non-Dept. Advanced Course	September 18 <i>(cross-registration college deadline TBD)</i>	February 12 <i>(cross-registration college deadline TBD)</i>
Non-Dept. Advanced Course (Expedited OR Petitioned)	November 2**	for seniors: January 31 all others: May 3
MBB Track Course Change	for seniors: December 5* November 2**	May 3
Previous Courses for students entering concentration this semester	November 2**	May 3

\* Last possible day for MBB seniors graduating in May 2019 to make ANY course changes.

\*\* We will happily accept petitions for NEW concentrators through the end of November!

**After Submission:** The DUS and ADUS will review your petition and e-mail you a decision on it. Feel free to check in on the status of your petition.

**PSYCHOLOGY CONCENTRATION PETITION FORM**

**THE DEPARTMENT WILL ONLY CONSIDER FULLY COMPLETED APPLICATIONS.**

Read instructions above carefully.

**DATE OF PETITION:** \_\_\_\_\_

**NAME:** \_\_\_\_\_

**YEAR OF GRADUATION:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**HOUSE:** \_\_\_\_\_

**I wish to petition for...** *(E.g. non-departmental advanced course, deferral of basic methods, substitution of a requirement, etc.)*

**Course Information:**

Course #/Name: \_\_\_\_\_ Term/Year of Course: \_\_\_\_\_

Instructor: \_\_\_\_\_ Grade Received: \_\_\_\_\_

Other Courses I am taking this semester:

**ATTACHMENTS:**

\_\_\_\_\_ Petition Statement

\_\_\_\_\_ FAS Concentration Credit Petition Form (if applicable)

\_\_\_\_\_ Course Syllabus

**SIGNATURES:**

Concentration Advisor:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Student:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**DECISION: (For Departmental Use ONLY)**

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied

Conditions/Comments: \_\_\_\_\_

\_\_\_\_\_  
Departmental Approval Signature

\_\_\_\_\_  
Date