DO NOT USE THIS FORM FOR TRANSFER CREDIT

School of Engineering*

PETITION

PROGRAM DEVIATION

*This form is to deviate from set requirements in Math, Science, TiS**, or Fundamentals

1. Fill out this petition form, clearly explaining why you feel this alteration is justified – provide details about how the course fulfills the intent of the requirement and why you cannot fulfill the requirement with an approved course. **If you are petitioning for a Technology in Society course, there is an additional approval required from Prof Robert McGinn, who oversees the TiS program. Please send him an email at mcginn@stanford.edu giving him the course description and syllabus of the proposed substitution course. Copy Darlene dlazar@stanford.edu on the email. You may start the petition document process with your department and OSA at the same time.

2. Attach your completed and current Program Sheet
3. Attach a copy of your unofficial SU transcript, available on Axess
4. Obtain signatures of approval from your department and advisor, including your advisor’s rationale for acceptance
5. Bring your petition to the Office of Student Affairs in 135 Huang. It will be reviewed and final action will be communicated to you via email.

All petitions must be submitted in the quarter PRIOR TO your anticipated final quarter at Stanford – Winter quarter for those of you expecting to graduate in June – in order to allow time to adjust your schedule in case your petition is denied.

Please write legibly – Thanks! Revised August 2014

ID #: __________________________________________

Name: __________________________________________ Email: ______________________________

Signature: ______________________________________ Phone: _____________________________

Date: _______________ Expected Major: _______________ Expected Date of Graduation: __________

Enter BRIEF statement of request here. Do not add an attachment or go over one page.

Dept Student Services Contact Signature: __________________________ Date: ________________

Advisor’s Detailed Comments (Mandatory):

☐ Denied ☐ Granted Rationale:

Advisor (Print): __________________________ Signature: __________________________ Date: ________________

☐ Need further documentation:

Dean’s Office: ☐ If a TiS request, approval has been given by Prof McGinn (see instruction #1 above)

Action ☐ Denied

By OSA ☐ Granted Signature: __________________________ Date: ________________