

**STUDENT:** (Complete prior to submitting to Instructor/Faculty Advisor)

---

University ID _____	Name of Student (Last, First) _____			
Pacific Email: _____	@pacific.edu	Telephone: _____		
School/College _____	Course _____	Section Prefix and # _____	Credit(s) _____	Term/Year _____
Reason for Petition: _____				

**FACULTY USE ONLY:** If the instructor and /or faculty advisor are not available (e.g.: retired, sabbatical, left Pacific, etc), the department chair is authorized to provide statement.

The Academic Regulations Committee is assigned the responsibility of handling petitions from students seeking waivers of a university regulation. In cases that involve dropping a course or adding late, instructor input is essential. The committee's decision will be based on all available evidence, including your input and any documentation the student provides.

Attendance pattern: (Indicate last date of attendance or whether the student ever attended) \_\_\_\_\_

Did the student take the final exam and/or complete the last assignment?  yes  no Final exam grade (if applicable): \_\_\_\_\_

Grade earned throughout the term: \_\_\_\_\_

Has the student discussed this petition with you?  yes  no

Please check the appropriate statements:

I am the student's  **Faculty Advisor** and/or  **Instructor** and I

**SUPPORT** this request.  have **NO OBJECTION** to this request.  **DO NOT SUPPORT** this request.

Your input is one of the many pieces of evidence that will be considered by the committee. Faculty comments are particularly important to the committee's deliberations and should be included below.

---

Instructor/Faculty Advisor Name (Printed) _____	Signature _____	Date _____
Campus email@pacific.edu _____	@pacific.edu _____	Campus phone extension _____

Return form via:

Campus mail to Registrar's Office, ATTN: ARC *or*  
Fax Registrar's Office at (209) 946-2596, ATTN: ARC *or*  
Scan and email to [arc@pacific.edu](mailto:arc@pacific.edu)