GRADUATE DIVISION
UCMERCED

GENERAL PETITION

A. Transfer of Course Credit (to Masters)
B. Waiver of Required Course (for PhD)
C. Substitution of Equivalent Course

D. Acceptance of Grades below "B" toward Final Degree requirements.
E. Other

STUDENT	Please complete and obtain all signatures up until the Grad Division Section. It is the student's responsibility to provide any documentation to support their request (transcripts, syllabus, memos, etc.). Submit the form to Graduate Services (gradservices@ucmerced.edu) to obtain the Graduate Dean's approval.

Student Name: _____   _____   _____
                        Last   First   Student ID Number

Phone Number: _____   Email Address: _____

Current School: ☐ School of Engineering   ☐ School of Natural Science   ☐ School of Social Sciences, Humanities & Arts

Degree: ☐ MA   ☐ MS   ☐ PhD

Effective date: ☐ Fall   ☐ Spring   Year: _____   Graduate Program: _____

I request to:

A. Transfer _____ units from _____ to a Master's degree taken prior to
                        # of Units   Name of Institution

First enrolling in the graduate program at UCM (**must attach official transcript**).
(**Note:** *A letter from the institution is required stating course work you would like to transfer was not used towards the bachelor degree if units were earned during undergraduate study*.)

Reason: _____
_____

B. Waive _____ (_____) from PhD requirements based on _____ (_____) completed in a
                Unit(s)   Course Number   Unit(s)   Course Number

MS/MA/PhD program at _____ (**must attach official transcript**).

Reason: _____
_____

C. Substitute _____ (_____) for _____ _____
                        UCM Course Number   Unit(s)   UCM Course Number   Units

Reason: _____
_____

D. Have _____ in _____ completed during _____ accepted towards final degree requirements.
                Letter Grade   UCM Course Number   Semester/Year (e.g., Fall/2004)

Reason: _____
_____

E. Petition the following: _____

Reason: _____
_____

STUDENT SIGNATURE _____ DATE _____

SCHOOL	It is the student's responsibility to obtain the Graduate Advisor and Graduate Group Chair approval before submitting the form to Graduate Services. Additional comments from the program or student may be left below.

□ APPROVED   □ NOT APPROVED

_____   _____
Graduate Advisor (print)   (signature)   Date

APPROVED   NOT APPROVED

_____   _____
Graduate Group Chair (print)   (signature)   Date

Comments: _____

_____

_____

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GRADUATE DIVISION

□ APPROVED   □ NOT APPROVED

_____   _____
Dean of Graduate Division (print)   (signature)   Date