

GENERAL PETITION

(Please read instructions on reverse side before completing form.)

*State law requires that you be informed of the following: (1) with few exceptions, you are entitled on request to be informed about the information the university collects about you by use of this form; (2) under sections 53.921 and 53.923 of the Government Code, you are entitled to receive and review the information; and (3) under section 559 and 4 of the Government Code, you are entitled to have the university correct information about you that is incorrect.

University of Houston
Registration and Academic Records
(713) 743-4010



Name: Last _____ First _____ Middle _____
 My UH# / HA# _____ Phone Number _____
 Mailing Address _____
 City _____ State _____ ZIP _____ EMAIL: _____

Current Student Program/Plan _____ Current Student Academic Career _____
 Petition Effective _____ BEFORE first class day Semester/Year _____
 Petition Effective _____ AFTER first class day Semester/Year _____

Mark number for purpose of petition (For numbers with an asterisk, complete EXPLANATION OF REQUEST)

- 1. Update Student's Program Status/action (readmit, term activate, etc.) _____
- 2. Admission Status change from _____ to _____
- 3. Add new career _____
 If post baccalaureate, indicate study objective:
 Second bachelor's degree
 requirements for graduate study
 Teacher certification
 personal enrichment
- 4. Student request Program Change from _____ to _____
- 5. Student request plan(major) change from _____ to _____
- 6. Degree objective/plan change (B.A., B.S., B.B.A., etc.) from _____ to _____
 If you are pursuing or intend to pursue more than one degree and plan at the same time, indicate second degree information under EXPLANATION OF REQUEST. (See number if you are changing plan as well)
- 7. Requirement Term (year): _____ Program/Plan _____
 UH Catalog/Career _____ Additional Plan _____
- 8. Student Request Additional Plan _____
 Is new plan be your primary or secondary plan?
 Indicate any other plan and/or minors you are currently pursuing Under EXPLANATION OF REQUEST. (See number 6 if you are Changing degree objectives.)

- 9. Add second Degree in _____ BA/BS/Other _____
- 10. Student request removal or change of minor from _____ to _____
- 11. Add additional Minor in _____
- 12. Degree requirement exception _____
- 13. Special Problems course request (Indicate course(s), course description and instructor.) _____
- 14. Course overload (indicate G.P.A., number of hours and courses) _____
- 15. Graduate studies leave of absence _____
- 16. Graduate studies reinstatement _____
- 17. Other _____

EXPLANATION OF REQUEST:

Signature of Student _____ Date _____

ACADEMIC OFFICE USE ONLY

<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Advisor/Instructor	Signature _____	Print name _____	Date _____
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Chairperson	Signature _____	Print name _____	Date _____
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	College Dean	Signature _____	Print name _____	Date _____
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Sr. Vice President/Provost (General degree requirement exception only)	Signature _____	Print name _____	Date _____

Comments _____

