

COURSE PETITION FORM



Name _____ PO _____ Date _____ Student Signature _____

ID _____ Advisor (Print Name) _____ Advisor PO _____

Petition to fulfill a General Education Requirement (Transfer only with a grade of C or better.)

Course has _____ already been completed _____ not yet been completed.

Course # and Name	Credits	Off-campus program or university where course was/will be taken	Term course taken	Gen. Ed Course or Category Requested	Signature of Gen Ed Point Person (See List in OIS or Registrar)	Registrar Use Only	
						Approve	Disapprove

*You cannot substitute a Bethel course to meet a Bethel Gen Ed requirement

Petition to fulfill a Major or Minor Requirement (Transfer only with a grade of C or better.)

Major or minor for which substitution is requested _____

Course has _____ already been completed _____ not yet been completed.

Course # and Name	Credits	Off-campus program or university where course was/will be taken	Term course taken	Major/Minor Requirement to be substituted*	Signature of Department Chair	Registrar Use Only	
						Approve	Disapprove

*Students petitioning a course to transfer in as a specific course (eg. BIO109) must get approval (signature) of the chair of the department offering the course. Students petitioning to substitute a transfer course for a requirement in their major/minor or to waive a major or minor requirement must get approval of the chair of the department offering the major/minor. Substitute courses will be entered as a generic course (eg. BIO1xx) on transcripts. Degree evaluations will indicate "yes" for the requirement.

Other Petition (credit overload, interim waiver, residency requirement, etc.)

Use Back of Form for Justification

