

Department of Biological Science  
Charles E. Schmidt College of Science  
Boca Raton Campus, SC 136  
Tel. 561-297-3320  
Email: [Biology@fau.edu](mailto:Biology@fau.edu)

## Departmental Petition



### Instructions:

- Use to request a waiver of a Biology Department Requirement or Regulation
- **All Petitions must be submitted at least one month prior to the beginning of the term in which you plan to graduate.**
- Petitions for courses over 10 years old will not be considered
- Petitions for DIR from other departments will not be considered without first consulting with Program Committee Chair (either Undergraduate or Graduate)
- Must attach a copy of an updated Transcript and a completed Audit from your advising appointment.
- **Completed Form must be brought to the Biological Sciences Department (SC 136)**

**You will be notified by email once the Committee has made a decision. All decisions are final and will not be reconsidered.**

### Please Print

Last Name: \_\_\_\_\_ First Name \_\_\_\_\_ Student Z-Number: \_\_\_\_\_

FAU E-mail (required) \_\_\_\_\_ fau.edu

Home Phone # \_\_\_\_\_ Mobile Phone # \_\_\_\_\_

BS/BA \_\_\_\_\_ Expected Graduation Term: \_\_\_\_\_

FAU GPA \_\_\_\_\_ Overall GPA \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Requested Waiver Summary:** \_\_\_\_\_

**Attach a type written, detailed letter:** Letter must include the requirement you wish to have waived, the precise action you wish to be taken, and the justification or reason for the request. In explaining the request, you may choose to describe the circumstances that led to this situation, explain why a waiver of a requirement is the best remedy, and state specific ways an approval would solve the problem.

### **Advisor's Comments & Recommendation:**

\_\_\_\_\_  
\_\_\_\_\_

### **FOR DEPARTMENT USE ONLY.**

Decision: \_\_\_\_\_ **(All Decisions are Final)**

Undergraduate or Graduate Programs Committee Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Notified \_\_\_\_\_ by: \_\_\_\_\_