PETITION FOR ACTION (GRADUATE)

SCHOOL OF ENGINEERING AND APPLIED SCIENCE
University of Pennsylvania

__________________________________________
Date of Petition ______________

Name of Petitioner: ___________________________ PENN ID#: ___________________________

Email: __________________________________________

Department: ____________ Name of Faculty Advisor: ______________________________________

Term in which this petition will impact: □ FALL □ SPRING □ SUMMER Year: __________

☐ Request for Leave of Absence (LOA) from the School of Engineering & Applied Science. (PhD students on dissertation are NOT permitted except for documented medical or military reasons.)

(Notes: LOA may only be granted for up to two years, after which student must reapply for admission. All courses must be dropped for the term of LOA.) Reinstatement dependent upon departmental and SEAS approval.

☐ Request Withdrawal from the School of Engineering & Applied Science and the University of Pennsylvania. (PhD students on dissertation are NOT permitted.) (Note: All courses must be dropped for the term of Withdrawal.) Reinstatement dependent upon departmental and SEAS approval.

☐ Other. Please concisely state your request: __________________________________________________

Please provide a brief and concise explanation of your request for LOA, Withdrawal, or Other. (You may use the back of this petition for more space if needed):

________________________________________________________________________________________

________________________________________________________________________________________

Signed (Petitioner): __________________________________________

______________________________
Faculty Advisor Approval Date

______________________________
Graduate Group Chair Approval Date

Petition Decision: □ Approved □ Disapproved

______________________________
Date

Deputy Dean for Education