

# Petition for Admission

**Policy Number**

5080

**Date Created/Revised**

8/20/2024

**Date Last Reviewed**

8/20/2024

**Policy Manager**Dean - College of Graduate Programs and Honors Studies

## 5080. Interim Policy

Note: This policy was adopted on under the temporary / emergency policymaking provisions of the University's Policy on Policies on August 20, 2024, and will revert on December 18, 2024 (unless a final policy action is approved or the duration is extended).

Information about this policy change, and any proposals for further policymaking, can be accessed at the University Policy website. Students and employees may submit comments on those proposals through the Proposed Policy Change Comment Form, which is accessible through the site.

### 5080.1 Policy Statement

An applicant who does not meet the College of Graduate Programs and Honors Studies or the academic program's minimum requirements for admission may submit a petitions for admission after an initial denial. The petition must be filed with the College of Graduate Programs and Honors Studies within two weeks of the communication of the denial decision. Such petitions will be sent to and reviewed by the graduate program to which the student applied and the college's graduate studies committee or equivalent, and then returned to the College of Graduate Programs and Honors Studies with the program's or committee's written recommendations no later than fifteen (15) business days of transmittal. If a program or committee fails to issue its written recommendations within the specified time, the CGPHS Dean (or designee), in consultation with the dean of the relevant program's college, may determine the petition without further delay.

### 5080. References

**Petition Form:**

**Petition Guidance:** The petition should provide a rationale as to why the applicant or student should be granted admission or readmission. Applicants should contact their graduate program director for further guidance.