Hamilton College
General Petition
For the Committee on Academic Standing

Name_____ Student ID#_____ Class Year _____

I request permission from the Committee on Academic Standing to:
(Indicate term if not for current term.)

- ❑ Add a course after the deadline.
  Course name, number, and section: _____
- ❑ Drop a course after the deadline.
  Course name, number, and section: _____
- ❑ Change course to Credit/No Credit after the deadline.
  Course name, number, and section: _____
- ❑ Other (please be specific)
  _____

Instructions:

The Associate Dean of Students for Academics is available as a resource to you as you prepare your petition. If you would like to schedule a meeting, please contact adosacademics@hamilton.edu.

1. **Please attach your formal letter of petition to this form and include any relevant forms with all appropriate signatures (course change form, credit/no credit form, etc.).**
2. **If appropriate, you should ask your advisor, instructor, etc. to send a letter of support to the Dean of Students Office.**
3. **All petitions (except from seniors who are adding/dropping/electing Credit-No Credit) require advisor signature below.**
4. **All requests to add or drop a course or change to Credit/No Credit MUST be submitted by the last day of classes for that semester.**
5. **Submit to the Dean of Students Office in person, or via email to adosacademics@hamilton.edu.**

Student Signature _____ Date _____

Advisor Signature _____ Date _____