Petition to Exclude Graduate Course Grade(s) from Cumulative GPA

Name: ___________________________  RU I.D. #: _________________________
Telephone: _______________________  Email: ___________________________

Graduate Program or Department: ___________________  College: _______________________
Course(s) to be excluded from GPA Calculation: 1. ___________________ Semester ___________ Grade: _____
                          2. ___________________ Semester ___________ Grade: _____

Reason for exclusion of course(s) from cumulative GPA:
   _____ Course(s) does/do not count toward the degree I am currently seeking.
   _____ Course(s) is/are an elective and not required for graduation.
   _____ Course(s) is/are required for degree completion and will be retaken: Semester: ________ Year: ________
                          Semester: ________ Year: ________

The course(s) has/have been or will be replaced by the following course(s): ___________________  ___________________

Notes:
   a) Courses excluded from the cumulative GPA do not count towards degree completion.
   b) No more than two courses (7 credit hours) may be excluded from the cumulative GPA (except in extenuating circumstances).
   c) This petition must be approved by the Graduate Advisor (see below).

I am the advisor of this student and approve the deletion of the course grade from the student’s cumulative GPA.

Advisor’s name (please print): ___________________________  __________________________

______________________________  _________________________
Signature                      Date