

**College of Engineering and Physical Sciences
DEPARTMENTAL PETITION FOR PROGRAM VARIANCE**

Name: _____ ID Number: _____

Department: _____ Major: _____

Class: FR SO JR SR Other: _____ UNH Email Address: _____@wildcats.unh.edu

Specifically, for what departmental requirement or policy do you want an exception? _____

Justify your request for an exception to the Departmental requirement or policy. _____

Student Signature: _____ Date: _____

Advisor's comments: _____

Do you, the advisor, recommend approval of this petition? Yes No

Advisor's Signature: _____ Date: _____

Advisor's Printed Name: _____

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From UNH Academic Policies, Section 05.31 (fs), Waiver of requirements in a prescribed curriculum. "The requirement of a given course in any prescribed curriculum may be waived by the faculty of the student's college. This power will usually be delegated by the faculty to the dean or to a committee. The student's petition must be approved by his or her major adviser and the dean of his or her college."

Procedures:

1. The student fills out the reverse side of this form and brings it to his or her advisor for comment, recommendation and signature.
2. The petition is reviewed by the faculty in the department of the student's major.
3. If denied by the department, the department notifies the student and the student's advisor.
4. If approved by the department, the department completes the section below and forwards this form to the CEPS Office for Academic Affairs, W283 Kingsbury Hall, for final approval and inclusion in the student's file.
5. The CEPS Office for Academic Affairs returns the original petition to the department.
6. The department notifies the student and the student's advisor of the disposition of the request.

On behalf of this department, this petition for variance is:

Accepted

Denied

Department Signature: _____ Date: _____

Signatory's Printed Name: _____

Signatory's Title: _____

The CEPS Office of Academic Affairs has reviewed this petition and this petition is:

Accepted

Denied

As an acceptable variance to the department requirement or policy.

Dean or Associate Dean's Signature: _____ Date: _____