

Academic Standing Petition

Name: _____ Student ID Number: _____ Major: _____

Semester: Fall 20__ Spring 20__ Summer 20__

In order to be in satisfactory academic standing at Delaware Tech, students must meet the minimum cumulative grade point average for the number of credits attempted. Students who do not meet the minimum CUM GPA are limited in the number of credits they can take in order to focus on improving their academic standing.

Students may petition to exceed the credit limit on their schedule by completing this form. This is required each semester a student requests to exceed maximum credit load. Additional credits are approved at the discretion of the dean of instruction or designee. The dean's decision is final and cannot be appealed.

This approval does not affect the number of credits allowed for financial aid eligibility.

Student to Complete:

1. Current Academic Standing (please check):

Warning (limited to 13 credits) Probation (limited to 9 credits)

Academic Probation-Continuing (not permitted to enroll without permission from dean of instruction or designee)

2. Requested Courses: Please meet with your program advisor to discuss required courses.

Subject	Course	Title	Credits

Total # of credits requested: _____ **Program Advisor Signature:** _____

3. Print and attach your unofficial transcript from Self-Service Banner.

If approval to exceed the maximum credit load is granted by the dean of instruction/designee, the signed form must be submitted to the Registrar's Office. This approval does not imply a financial aid award or affect the number of credits allowed for financial aid eligibility.

Student's Signature: _____ Date: _____

BEFORE SUBMITTING TO THE OFFICE OF INSTRUCTION: This form must be completed in full, and the transcript must be attached. Incomplete forms will not be accepted.

Dean of Instruction or Designee to Complete:

Total # of credits approved: _____

Dean of Instruction's/Designee's Signature: _____ Date: _____