

Your petition is a request that the Graduate School and an Academic Program reconsider you for admission. As with any request, it will be processed quickly if you write your petition clearly and concisely and complete all applicable items on this form. Your petition need not be typed; however, if your handwriting cannot be interpreted or your request is not clearly written, the petition will be returned to you for clarification.

Some tips on petitioning:

- Include all facts and circumstances you want considered in your behalf. You may submit with this petition any supporting statements or documents that would be relevant to your situation, (attach the letters/documents to your petition).
- **NOTE: If you are an MBA applicant, please include a copy of your resume with the admission petition or their petitions committee will not review your request.**
- In your petition statement, present the reasons why you feel that you should be admitted into a degree program or non-degree status. Give relevant and factual information supporting your admission or readmission.

Petitions for admission after an initial denial must be filed with the Graduate School within (2) 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 appropriate equivalent, and then returned to the Graduate School. The college or school to which the petition was sent must return the petition, with its recommendation(s), to the Graduate School within 20 business days of its being sent. Petitions that remain unreturned or unanswered for longer than this time frame may be considered by the Graduate School to be automatically denied.

This form may be hand-carried, mailed, emailed, (wsugrad@wright.edu), or faxed, (937-775-2453), to the Graduate School office located in E344 Student Union. Your petition will be forwarded to your academic program and then to the appropriate college/school petitions committee for review and recommendation to the Dean of the Graduate School. The processing time of your petition is dependent on the meeting dates of the petitions committees. Consequently, it is difficult to predict, with accuracy, when a final decision will be made. You will receive an email message of the final decision from the Graduate School.

If you have any questions concerning your petition or the petitions process, you may contact the Graduate Admissions office at 937-775-2976.



If additional space is required for your comments, please attach your statement to this form. All supporting statements or data (instructor's comments, doctor's statements, etc.) should be attached to this form and should be submitted to the Graduate School, E344 Student Union. You will receive notice of your petition decision by email.

Name _____ UID (SSN if UID unknown) _____
Address Street _____
City _____ State _____ Zip _____
Home Phone _____ Work / Cell Phone _____
Email _____
WSU College/School and Program to which you wish to be admitted/readmitted _____

I request: Admission For: [] Fall [] Spring [] Summer

I am petitioning for: [] degree status; [] non-degree status; [] licensure status

LIST BELOW IN CHRONOLOGICAL ORDER ALL COLLEGES /UNIVERSITIES ATTENDED (INCLUDING WSU) FOR BOTH UNDERGRADUATE AND GRADUATE WORK. CONTINUE ON A SEPARATE SHEET IF NECESSARY

Table with 5 columns: UNIVERSITY ATTENDED, DATES ATTENDED, DEGREE, DATE AWARDED, MAJOR. Includes 6 rows of blank lines for data entry.

TEST SCORES:

[] Graduate Management Admission Test (GMAT) Date Taken _____ Score _____
[] Graduate Record Examination (GRE) Date Taken _____ Score _____
[] Miller Analogies Test (MAT) Date Taken _____ Score _____
[] Ohio Assessment for Educators (OAE) Date Taken _____ Score _____

GRADE POINT AVERAGES:

- Estimated undergraduate cumulative grade point average (based on 4.0 grading scale) _____
• Estimated Wright State graduate grade point average (if applicable) _____
• Estimated graduate grade point average at other Colleges/Universities (if applicable) _____

(Continued on back)

