



# GRADUATE SPECIAL PETITION EXCEPTION TO ONE-CREDIT THESIS DEFENSE REQUIREMENT

## Instructions for Submittal

**Students are responsible for obtaining all necessary signatures** and delivering this form to the Office of Graduate Studies. Please direct any questions or concerns to the Office of Graduate Studies: [gradstu@uwgb.edu](mailto:gradstu@uwgb.edu) or (920) 465-2123.

- 1.) Students must complete all sections on the first two sections of this form, sign, save, and secure required signatures.
- 2.) Students may attach appropriate documentation.
- 3.) The completed form must then be sent to the Director of Graduate Studies at [gradstu@uwgb.edu](mailto:gradstu@uwgb.edu).
- 4.) The final decision will be posted to the memorandum section of your transcript.

## STUDENT INFORMATION:

First Name	Middle Name	Last Name
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Student ID#	Campus E-mail
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Phone	Address
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City	State
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Zip Code

Please select your program

Current Academic Status (select one)

Cumulative GPA	Earned Credits
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**To be considered for exception to the one-credit thesis defense requirement, student must have previously registered for six or more thesis credits.**

## Address the following questions:

My thesis committee chair is:	Have you met with your chair or advisor and discussed this request?
	Yes      No

Please explain the reason that you are unable to defend by the last day of classes of this term. (Limit 2500 Characters)

I request to  
schedule my  
thesis defense  
on

By signing below, I agree to pay any and all additional tuition and fees or penalties resulting from approval of this petition. Please consult with Student Billing (SS 1700) at (920) 465-2224 if you have any questions.

Student's Electronic Signature

Date (mm/dd/yyyy)

Students are encouraged to seek the supporting signature of their program, thesis or project advisor.

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**SUPPORTING SIGNATURE: (Complete by Program Chair, Major Professor or Project Advisor)**

The reason stated above is correct and I support the request.

I do not support the request.

Comment: (Limit 2250 Characters)

Major Professor or Project Advisor's Electronic Signature

Date (mm/dd/yyyy)

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**ACTION BY THE OFFICE OF GRADUATE STUDIES: (For Office Use Only)**

Petition            Approved            Denied  
Decision:

Action: (Limit 2250 Characters)

Director of Graduate Studies' Electronic Signature

Date (mm/dd/yyyy)