

## GENERAL GRADUATE STUDENT PETITION

Please read the [General Graduate Student Petition](#) section of Graduate Division's website  
A copy of the processed petition will be sent via email to student/department(s)

<p>The <b>General Graduate Student Petition</b> is used for:</p> <ul style="list-style-type: none"> <li>• <b><u>TRANSFER OF CREDIT/UNITS</u></b> → Must complete one graduate quarter at UCSB before submitting petition → Must attach the official transcript from college/university where course(s) were completed</li> <li>• <b><u>PERMISSION TO TAKE UCSB PROFESSIONAL AND CONTINUING EDUCATION COURSES</u></b></li> <li>• <b><u>WAIVER OF GRADUATE COUNCIL REQUIREMENTS</u></b></li> <li>• <b><u>PERMISSION FOR DUAL ENROLLMENT</u></b></li> </ul>	<p>Department Graduate Advisors or Chairs <i>review and recommend</i> to the Graduate Dean or Associate Dean approval or denial of students' petitions for academic changes. The Department may inform a student of their recommendation, but the Graduate Division Dean or Associate Dean makes the final determination.</p>
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Name: \_\_\_\_\_ Perm: \_\_\_\_\_ International Student VISA: \_\_\_\_\_  
*Must obtain OISS signature below*

UMail: \_\_\_\_\_ Degree(s)/Major: \_\_\_\_\_ Start Qtr/Yr: \_\_\_\_\_

Master's Degree Awarded (if applicable): \_\_\_\_\_ Advanced to Doctoral Candidacy (if applicable): \_\_\_\_\_  
*Quarter & Year Quarter & Year*

I am requesting:

- Transfer of credit/units\* (*attach official transcript from college/university where course/s were completed*)
- Permission to take UCSB Professional and Continuing Education Courses
- Waiver of Graduate Council requirements
- Permission for Dual Enrollment

Explanation or Justification (*attach documentation as needed*): \_\_\_\_\_

### I have:

- Attached the Cashier's Office (1212 SAASB) receipt for payment of the \$20.00 petition fee
- Been registered for one quarter and attached official transcript (*only if requesting to transfer credit/units*)
- Obtained signature of Department Graduate Advisor or Chair (*not your personal advisor*)
- Obtained signature from an OISS representative (*international students only*)

**Student's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

*\*Pre-matriculated students (students enrolled in a UCSB Summer Session directly prior to their fall admission quarter) do not need to submit a General Graduate Student Petition to earn credit for those Summer Session courses. The courses will automatically appear on the official transcript.*

### GRADUATE PROGRAM APPROVAL

Department Chair or Graduate Advisor:

- Approve
- Deny

\_\_\_\_\_  
*Type or Print Name Signature Date*

OISS Representative: \_\_\_\_\_  
*Type or Print Name Signature Date*

### GRADUATE DIVISION:

- Approve
- Deny

\_\_\_\_\_  
*Signature Date*

**Non-refundable \$20.00 petition fee:**