



**FORMAL PETITION FOR DEAN'S WAIVER**

REVISED April 2018

Surname: \_\_\_\_\_ Given Name: \_\_\_\_\_

Student Number: \_\_\_\_\_

Academic Program: \_\_\_\_\_

Address:

Street (Apt. #) City Postal Code

UWO Email Address (required): \_\_\_\_\_

Personal Email Address (optional): \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

The normal grounds for the granting of a Dean's Waiver of Progression Requirements are medical or personal extenuating circumstances. The grounds for the petition must be supported by documented evidence and be shown to have had a significant effect on the student's ability to perform in his/her various evaluative assignments. For a waiver of progression requirements to be granted there must also be evidence that the student is now able to complete academic work satisfactorily.

If you feel that your circumstances warrant such consideration, please follow the procedure outlined below. **(The petition should be completed on a computer and printed. You are asked to number your responses, and/or quote the question and attach your sheets to this cover page.)**

**NOTE: The form with supporting documentation must be completed and submitted to Brescia University College no later than June 29, 2018 at 4:00pm.**

Students are encouraged to consult *Brescia University College: General Guidelines for Academic Relief* for Information on Brescia practices.

<http://brescia.uwo.ca/academics/wp-content/uploads/sites/2/delightful-downloads/2014/06/academic-relief-guidelines.pdf>

In addition, UWO Regulations are published in the UWO Calendar (Academic Rights and Responsibilities)

<http://www.westerncalendar.uwo.ca/PolicyPages.cfm>

**Don't forget to number your responses or quote the question!**

1. What were the extenuating circumstances that contributed *most significantly* to your poor academic performance? (Please provide supporting documentation.)
  2. What courses were you enrolled in during the past academic year, and who were your instructors?
  3. If you are granted a Dean's Waiver of Progression Requirements why do you think that you will be successful in your academic studies next year?
  4. What do you plan to do differently next year if you are permitted to return to Brescia?
  5. What are your academic goals with respect to:
    - a) your modular (majors, minor, etc.) and degree objectives?
    - b) the courses you wish to take during the coming year?
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If additional documentation will be sent to the Vice-Principal and Academic Dean, please indicate the nature of that documentation:

**All documentation must be received in hard copy to Brescia University College on or before June 29, 2018 at 4:00pm.**

Documentation should be addressed to:  
Vice-Principal and Academic Dean  
Brescia University College  
1285 Western Road  
London, ON N6G 1H2

"I certify that the information I have submitted is true and complete."

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date