

To: FIU Graduate Students and Graduate Program Directors

From: Dr. Victoria Castellanos, Associate Dean
University Graduate School

Date: August 1, 2008

Re: New Petition for Exception/Waiver of Admission Form

Dear Graduate Community:

Effective August 1, 2008, the University Graduate School will be transitioning to a new standardized form that takes the place of both the Petition for Exception and Waiver of Admission Standards forms. The purpose of the “Petition for Exception to Graduate Requirements” form is to consolidate the paperwork currently being processed by the UGS while at the same time providing a more stream-lined process for all valid exceptions.

There will also be a new process for petitions, which is explained in detail on the new form. In summary:

- a petition must be accompanied by a letter from the petitioner explicitly stating the request and why they are asking for an exception,
- the department must also provide justification of support for the petition, and
- all petition forms must be reviewed and signed off on by the Program Director/Department Chair and Academic Dean prior to being sent to the UGS.

Note: only departmental information is required for exceptions regarding the policy on Admissions Standards.

The new [Petition for Exception to Graduate Requirements](#) form can be found under “forms” on the UGS website at gradschool.fiu.edu. As of August 8th 2008, older versions of the Petition for Exception and Waiver of Admission Standards forms will no longer be accepted.