



## **Academic Adjustment Petition for Students Seeking an Academic Adjustment to the General Education Requirements of Common Core Math or Domain 1C: World Language**

### **Policy**

Students seeking an Academic Adjustment to a General Education requirement on the basis of a disability should provide the listed information and ensure that they have submitted current and comprehensive documentation to the Office of Academic Success and Disability/Access Services. It is strongly recommended that students seeking an academic adjustment should verify with Disability/Access Services that their documentation is up to date, comprehensive, and complete before submitting a petition.

The Academic Adjustment Petition should be prepared as early as possible in a student's undergraduate career after a plan of study has been selected and certainly no later than the semester prior to the last year so that there will be ample time to complete requirements, whether adjusted or not. Students should submit the completed petition to the Associate Dean of Academic Success prior to the end of the third week of the semester. Consideration for an academic adjustment is done on a case-by-case basis. Recommendations will typically be communicated in writing to students and kept on file with the Registrar.

### **Math**

PHIL 103, Introduction to Logic, is the course substitution for the General Education Common Core Math requirement. Students who qualify for a course substitution must enroll in PHIL 103.

### **Domain 1C: World Language**

LING 110, The Languages of the World, is the course substitution for the General Education Domain 1C: World Languages requirement. LING 110 is offered each Fall semester.

### **Academic Adjustment Petition Checklist**

- A signed Academic Adjustment petition cover sheet (this page)
- A personal statement outlining your reasons for the request; include and explanation of the difficulties you have experienced in quantitative and/or language courses
- A complete listing of the quantitative and/or language courses you have attempted to date
- Meet with the Associate Dean of Academic Success to ensure you have updated and comprehensive disability documentation on file and have provided sufficient information regarding the request. The Associate Dean of Academic Success will prepare a recommendation for consideration by the Registrar and University Provost.

Student name: \_\_\_\_\_

ID \_\_\_\_\_ Major \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

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Student signature

date

Associate Dean, Academic Success

date