

## Deadlines for submission

Fall 2010      October 8, 2010      Spring 2011      April 8, 2011  
Winter 2011    January 14, 2011      Summer 2011      July 8, 2011

## 2010-2011 GRADUATE ACADEMIC PROGRESS PETITION

9

PRINT Last Name      First Name      PSU ID Number

Mailing address      City      State      Zip      Phone number

E-mail: \_\_\_\_\_

I am petitioning to receive aid beginning \_\_\_\_\_ term \_\_\_\_\_ year

**You must be eligible to register for classes in the term for which you are seeking aid.** Students who have a registration hold or who have been academically dismissed are not eligible to register. These issues must be resolved before this petition is submitted.

### PURPOSE OF PETITION

Students who receive federal financial aid as graduate students must make satisfactory progress toward completing their graduate degree or certificate. This is measured in four ways:

- Students must earn passing grades for at least 67% of all attempted graduate level credits.
- Students must maintain at least a 3.00 cumulative GPA for all graduate level credits.
- Students must complete their program of study within the maximum enrollment limit designated for their degree or certificate.
- Students must take courses that apply to their degree or certificate. At least 67% of all credits enrolled each academic year must be in graduate level courses. This is measured at the end of the academic year; an academic year begins with fall term and ends with summer term.

**This petition is for students who have not met the requirement of enrolling in graduate level credits for at least 67% of their total enrollment for the academic year.**

### Directions for Completing this Petition

1. Write a concise statement explaining why you have been taking undergraduate level credits while admitted to a graduate degree or certificate program. If more space is needed, attach another page.

Portland State University  
Office of Student Financial Aid  
PO Box 851  
Portland, OR 97207-0851

503-725-3461  
800-547-8887  
FAX 503-725-5965  
www.pdx.edu/finaid

PRINT NAME \_\_\_\_\_ ID NO. \_\_\_\_\_

2. If you plan to take **more than 6 undergraduate level credits in the 2010-2011 year**, explain why these courses are necessary or beneficial to your program of study.

3. List the undergraduate classes you plan to take in 2010-2011. **Your departmental advisor must approve these courses.** Use the format shown below to list your planned classes.

	<u>Dept &amp; number</u>	<u>Course Title</u>	<u>Credits</u>	<u>Term</u>
EXAMPLE	SPAN 203	2 <sup>nd</sup> year Spanish	4	Winter

Advisor \_\_\_\_\_ Dept. \_\_\_\_\_  
Please print

Advisor's Signature \_\_\_\_\_

Advisor's phone ext. 5- \_\_\_\_\_ Date: \_\_\_\_\_

All of the information submitted in this petition is true and complete to the best of my knowledge.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

**If any questions are blank, the decision on the petition will be delayed until all required items are provided. Submit your completed petition to Financial Aid. All decisions will be mailed to the student.**

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