

For Office Use Only

Received by:

Date Received:

**Oklahoma Baptist University
School of Nursing**

Petition to Student Affairs Committee

Instructions: Please complete all information below. All questions must be answered in order for petition to be considered. Your petition will be processed using the information you have provided. Incomplete or inaccurate information will delay review and notification. All supporting documents (course descriptions, syllabi, etc.) must accompany your petition in order for your petition to be reviewed. Once you complete the online form, download it to your desktop, attach it to your email, and submit to nursing@okbu.edu. Once your petition has been submitted to the School of Nursing, it will be forwarded to the School of Nursing Student Affairs Committee for review.

SECTION I.

Name:

University ID:

Street Address:

Phone:

City, State and Zip:

Date Submitted:

Email (Personal):

Email (OBU only):

State the policy to which your petition applies. Refer to Student Handbook.

1. Semester for which admission or advancement is requested:
2. List the nursing course or prerequisite requirement(s) involved:

SECTION II. Please answer each question thoroughly.

1. Why have you been unable to meet the requirements stated in the policy?

SECTION III. This section will be completed by the OBU School of Nursing

Committee Review/Comments:

Committee Decision: **Denied** **Approved**

Committee Signature:

Date:

Committee Notified Student via

Chair Signature:

Date:

The Student Affairs Committee meets once a month. Your petition will be submitted to the next scheduled meeting. The Chair's decision will be the final decision in all petition matters and could vary from the recommendation of the Student Affairs Committee.