



## General Petition

Return to: Registrar's  
Office Bldg. 3 Rm. 353  
assistant.registrar@  
cei.edu 208-535-5673

This form allows students to request exceptions to deviate from institutional regulations and policies. Attach additional supporting documentation as needed. (Ex. Doctors notes, obituaries, emails, screenshots, etc.)

**Student Information**

Date \_\_\_\_\_ Student ID \_\_\_\_\_  
 Name \_\_\_\_\_ Program \_\_\_\_\_  
 Email \_\_\_\_\_ Phone Number \_\_\_\_\_

**Petition Information:** Provide a detailed statement on what you are requesting

I petition to be allowed to deviate from institutional regulation as follows:

*By checking this box & submitting this form, I consent to providing my typed electronic signature in place of a handwritten signature.*

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

For CEI Use				
Comments:				
Petition is:	Faculty	Dept. Chair	Dean	Registrar Office
	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved
	<input type="checkbox"/> Denied	<input type="checkbox"/> Denied	<input type="checkbox"/> Denied	<input type="checkbox"/> Denied
Signatures				
Faculty	_____			Date _____
Dept. Chair	_____			Date _____
Dean CTE/GE/HHS/SA	_____			Date _____
Registrar	_____			Date _____