Missouri Western State University
Petition for Academic Renewal

Carefully read the Academic Renewal Policy to understand all qualifications and exclusions. Completed petition forms should be submitted to the Admissions and Graduation Committee, c/o Registrar's Office, registrar@missouriwestern.edu, Eder Hall 102, 4525 Downs Drive, St. Joseph, MO 64507.

Name _____
Last First M.I.

Student I.D. (or SSN) _____

Address _____
Street City State Zip

Telephone _____

Information required for petition review –

- Letter of explanation and support documentation, if applicable, addressing the circumstances which occurred during the semester(s) you are requesting to be excluded from your MWSU transcript.
- Letter addressing your academic experience and personal and professional accomplishments achieved during the timeframe away from higher education.
- Written support from your advisor or other faculty member in your major department
- Official transcripts from ALL college or universities attended must be on file in the Registrar's Office at time of this petition.

Indicate below a single start term and end term for academic renewal to be applied. All coursework between the start and end terms will be a part of academic renewal, including transfer work.

Starting Semester/Year _____ **Ending Semester/Year** _____

I understand if academic renewal is granted that all approved semesters will remain on my transcript, yet be excluded from the overall grade point average and credit hours earned. I also understand that academic renewal will not adjust my financial aid eligibility, cannot be used to obtain athletic eligibility and may not be recognized by outside agencies or other institutions. Further, I am aware that I am limited to one appeal of academic renewal during my academic career at Missouri Western State University.

Student Signature _____ Date _____