

Saint Louis University  
Petition for  
Revision of Academic Record

Form  
**#40**

Section 1  
Student

\_\_\_\_\_  
Primary Program/Major

Section 2  
Semester

Semester (fall/winter/spring/summer and year) \_\_\_\_\_

Please submit multiple petitions if seeking an academic record revision to multiple terms.

Section 3  
Supporting Documentation

- ! If the revision sought is due to medical reasons submit an Academic Records Revision Medical Certification Form along with this form.
- ! If the revision sought is due to student accommodations submit a Disability Services Verification Memo provided by Office of Disability Services along with this form.
- ! If the revision sought is undergraduate academic amnesty submit the Petition for Academic Amnesty (Undergraduate) along with this form.
- ! If the revision sought is a reinstated course extension after a grade of ÒÍÓ was changed to an ÒFÓ submit a new Petition for Course Extension (Incomplete Grade) along with this form.
- ! If the revision sought is a grade change after 90 days submit an Academic Records Revision Grade Change Appeal along with this form.
- ! If the revision sought is a complete drop or complete withdrawalQ81 Syh0 0 p or io along with this forr

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State in clear and concise sentences what academic record revision you are requesting and why this petition is being submitted. (attach additional documentation as applicable)

Section 5  
 Revision and Justification

I understand and acknowledge that:

! Re ac ec a ge a de ' e a e acade c ec d d e d c e ed e e a g  
 c c a ce be e e ed a d ded d b e Acade c Rec d Re C ee  
 (ARRC).

Section 6  
 Signature

! If e f e dec ed a de a b add a d c e a a da  
 ec ee ec de e e g ea a a ca edea f ec ege  
 c b g e g a e AARC. T ec ee c de ca e f  
 c e d c e a a a abe. F e a ea a e e ed.

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

\_\_\_\_\_  
 Date

**Form Procedures**

1. Student completes sections 1, 2, 4 and 5.
2. Students completes appropriate supporting documentation outlined in section 3.
3. Student acknowledges conditions and policies by signing in section 6.
4. Student submits petition to the Dean of their College/School or Director of their Center.