

# USC Price

Sol Price School of Public Policy

## DEPARTMENTAL PETITION MASTER'S DEGREE AND CERTIFICATE PROGRAMS

### Please read all instructions carefully.

- Students are responsible for obtaining all appropriate signatures.
- Separate petitions must be used for each request.
- For substitutions, waivers, and transfers of credit students must list the amount of units, university, course number, and title. Also attach a syllabus from each course and a transcript if one is not already on file.
- Petitions requesting waiver of a course or a prerequisite also require the instructor's signature (if applicable).

### Student Information

Name: \_\_\_\_\_

USC ID number: \_\_\_\_\_ Email: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

### Degree program:

- EMHA       IPPAM       MPP       Dual degree: \_\_\_\_\_  
 EML       MPL       MRED       Certificate: \_\_\_\_\_  
 MHA       MPA       Other: \_\_\_\_\_

### Request

- Course Substitution/Waiver       Leave of Absence: Semester(s)/Year \_\_\_\_\_  
 Transfer of Units       Extension of time: Semester/Year \_\_\_\_\_  
 Other: \_\_\_\_\_

Description and rationale for request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

### Decision

- Approve       Deny

\_\_\_\_\_  
Course Instructor's Signature (if applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Degree Director's Signature

\_\_\_\_\_  
Date

Comments:

Will the approval of this petition violate the 25% rule?     Yes     No