

New School for Social Research General Student Petition Form

Office of Academic Affairs, (212) 229-5712 ext. 3002, (646) 486-0755 (fax)

Instructions:

1. Fill out parts A and B of this petition, then save it
2. Attach unofficial transcript (from mynewschool.edu) and any required documents
3. Email petition, transcript and required documents (if necessary) to your student advisor.

A. For Student : Please complete. Update change of address or phone at www.ALVIN.newschool.edu

(1) Name (Last) _____ (First) _____ (Middle Initial) _____

(2) Telephone (_____) _____ (3) E-mail _____

(4) ID # N _____ (5) Degree/Dept _____

B. For Student: Check the appropriate petition and sign

Extension of Time: First semester at NSSR: _____. Attach statement explaining plans and progress to date.

Re-Enrollment: Last semester registered at NSSR: _____. Attach statement explaining plans and progress to date.

Re-enrolled students are charged the Maintenance of Status fees for semesters not registered.

Change of Department: From: _____ To: _____. Attach statement explaining academic plans and progress to date.

Change of Status:

I am currently an MA student and wish to change to MS (For Economics Only)

I have completed the requirements for Ph.D. candidacy and am eligible for PhDC status.

Student Signature: _____ Date: _____

C. For Department Chair Only: Check the appropriate box and sign

[] **Extension of Time Approved:** Extension recommended until (Semester and Year) _____
Chair must indicate specific progress to be made during extension: _____

[] **Re-Enrollment Approved:** Conditions of Re-enrollment: _____

[] **Change of Department Approved.** Number of credits accepted from previous department: _____

[] **Change of Status Approved.** Date reviewed by Dept: _____

[] **Petition Denied. REASON:** _____

Department Chair's Signature: _____ Date: _____

For Ph.D. with Historical Studies, add CHS Chair's Signature _____ Date: _____

D. For Academic Affairs

Approval of Academic Affairs: _____ Date: _____

For Re-enrollment only: Semester count: _____ Charges: _____ Initial: _____ Date: _____