



Academic Petition

The University of New England | Office of the Registrar
11 Hills Beach Road (Decary Hall, 114) Biddeford, ME 04005
Phone: (207) 602-2473 | Fax: (207) 602-5927 | Registrar@une.edu

Academic Petitions are for students who seek an exception to published university-wide academic policies, procedures, and/or regulations in cases where **extenuating circumstances** are evident and can be **substantiated**.

Extenuating circumstances beyond a student's control **include but are not limited to** documented medical issues, involuntary call to military active duty, and other extenuating circumstances (case by case basis).

First Name: _____ Last Name: _____ PRN: _____

Major/Program: _____ Semester/Term: _____

1. Student completes specific supportive



RAISE THE BAR. INNOVATION FOR

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STUDENT PERSONAL STATEMENT

Student writes a personal statement explaining their request (e.g., late add, incomplete deadline extension), their extenuating circumstances, and rationale for the exception to the policy being requested. Students can submit a letter for their personal statement or complete the following document by writing a brief statement of the request, in addition to the extenuating circumstances and rationale for the request.

STUDENT'S REQUEST AND EXTENUATING CIRCUMSTANCES