



FLORIDA ATLANTIC UNIVERSITY

CAUPA Undergraduate Petition

Instructions:

This form is to be used for waiver of 9 credits in summer, reinstatement to FAU, course waiver, CAUPA requirement exceptions, concurrent enrollment, course equivalency/substitution for FAU courses (use Course Equivalent/Substitution Petition for courses taken at other institutions), waiver of last 30 hours in residence, change of sections during a semester, and other CAUPA requests.

Complete this form with required signatures and return to the CAUPA Advising Center at the Boca Raton or Davie campuses.

Student Name: _____ Student#: Z _____

Address: _____ Email: _____

_____ Phone: _____

_____ Major: _____

I am requesting: _____

Briefly explain the reason(s) for the waiver or request, including hardships or extenuating circumstances.

Student Signature: _____ Date: _____

For petitioning reinstatement to FAU or to waive the last 30 hours in residence you must have department approval.

Department Decision _____ Approved _____ Denied

Director/Chair/Coordinator Signature _____ Date: _____

For Petitions to change of sections during a semester, please have both instructors sign below.

This Student has been attending my class. Instructor Name (please print) _____

Instructor Signature _____ Date _____

This Student has not been attending my class. Instructor Name (please print) _____

Instructor Signature _____ Date _____

College of Architecture, Urban and Public Affairs Advising Center

Boca Raton 561.297.2316 · Fort Lauderdale 954-762-5158

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