

Florida International University  
College of Law



STUDENT PETITION FORM

**Attach a detailed explanation for your request**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

PANTHER I.D. # \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

HOME PHONE# \_\_\_\_\_ CELL PHONE \_\_\_\_\_

CURRENT GPA: \_\_\_\_\_ DIVISION: \_\_\_\_\_ FULL TIME \_\_\_\_\_ PART TIME

SEMESTER: FALL 20 \_\_\_\_\_ SPRING 20 \_\_\_\_\_ SUMMER 20 \_\_\_\_\_

\_\_\_\_ APPROVAL TO TAKE FIU GRADUATE COURSE \*Please provide the name of the course and course number and an explanation of how this will benefit your law career goals.

\_\_\_\_ APPROVAL FOR FIU JOINT DEGREE PROGRAM: \_\_\_\_\_

\_\_\_\_ WITHDRAW from the semester: Summer/Spring/Fall \_\_\_\_\_

\_\_\_\_ COURSE WITHDRAWAL: Name of Course(s) \_\_\_\_\_

\_\_\_\_ LEAVE OF ABSENCE

\_\_\_\_ WITHDRAW FROM THE COLLEGE

**ONLY ONE OVERLOAD OR UNDERLOAD IS ALLOWED**

\_\_\_\_ COURSE OVERLOAD: Indicate number of credit hours you are requesting to take \_\_\_\_\_  
**Part Time students must sign the attached Certification of Employment.**

\_\_\_\_ COURSE UNDERLOAD: Indicate number of credit hours you are requesting to take \_\_\_\_\_

\_\_\_\_ TRANSFER FROM PART TIME TO FULL TIME

**You must sign the Certification of Employment form. Work limited to 20 hours per week during the semester, reading and exam periods. Minimum cumulative GPA of 2.6 is required. Deadline to submit this request is by the Complete Grade Report Release deadline date as indicated on COL's Academic Calendar.**

\_\_\_\_ TRANSFER FROM FULL TIME TO PART TIME

\_\_\_\_ LEAVE OF ABSENCE

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date: \_\_\_\_\_

**Marci A. Rosenthal, Acting Assoc. Dean, Academic Affairs** \_\_\_\_\_

# Florida International University College of Law



## CERTIFICATION OF EMPLOYMENT

### **FOR PART TIME STUDENTS TRANSFERING TO FULLTIME & PART TIME STUDENTS REQUESTING A ONE TIME ONLY SEMESTER COURSE OVERLOAD**

Pursuant to the College of Law's *Academic Policies and Regulations* Part II Section E 601:

Restrictions applicable to full-time students. A full-time, first-year student should not undertake any employment, because the rigorous demands of law study require the full energy and time of the beginning student. No full time student may be employed for more than 20 hours per in any week in which the student is enrolled in more than 12 class hours. This restriction may be waived prospectively by the Dean or the Dean's designee upon written request for good cause shown.

In signing this form, I certify that as I will not be employed for more than twenty (20) hours per week during the semester when classes are in session or during the reading and examination periods.

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PRINT NAME HERE

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SIGNATURE

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PANTHER ID