



Student Petition to CWRU Department of Music Faculty

Step 1: Meet with your music faculty advisor to discuss your intent to submit a petition.

Step 2: In consultation with your advisor, draft a written petition that clearly and compellingly outlines your request and the reasons supporting it.

Step 3: Label your file as: [last name-first name-music-petition-mm-dd-yyyy]

Step 4: Email your petition for processing, to the Coordinator of Undergraduate Studies (CUGS) for your degree program and copy the Music Office (music@case.edu).

Date of Petition:	<i>(mm/dd/yyyy)</i>	Advisor Name:
Student Name:		Advisor Email:
CWRU Email:		CUGS Name:
Program/Plan:		CUGS Email:
Student ID #:		Faculty Meeting Date:
	<i>(7-digit number)</i>	<i>(mm/dd/yyyy for consideration)</i>

I petition to...

I feel this is an appropriate request because...

Student Signature:

Date:

(mm/dd/yyyy)

Advisor Signature:

Date:

CUGS Signature:

Date: