

# Lazaridis School of Business & Economics

## Petition for Exception to Academic Regulations

If you require advice concerning Lazaridis School of Business & Economics petitions or procedures, or you wish to discuss your case, please contact **Eileen Morouney**, Petitions Coordinator for Lazaridis School:

- Office: LH2058B
- Phone: 519.884.0710 x3948
- E-mail: [Lazaridispetitions@wlu.ca](mailto:Lazaridispetitions@wlu.ca)

**A personal statement is required; it must be attached and scanned to the email above.**

**You must also submit the online illness Self Declaration Form found [here](#).**

Date: \_\_\_\_\_ Laurier ID#: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Program: \_\_\_\_\_

My home university is UW If yes, UW ID#: \_\_\_\_\_

Laurier Email: \_\_\_\_\_@mylaurier.ca

**The petition decision will be sent to your Laurier email account.**

*Fraudulent information or altered documents provided on or with your petition will result in immediate denial of your petition. Petitions found to contain fraudulent information or altered documents will also be forwarded to the course instructor and/or associate dean for possible further penalties. More information on academic integrity: <https://students.wlu.ca/academics/academic-integrity/index.html>*

*I acknowledge that by submitting this petition, I am authorizing the Lazaridis Petitions Committee and/or its representative access to my private records held by Wilfrid Laurier University, other University departments, other institutions, physicians or other health-care providers.*

*This information is collected under the authority of the Wilfrid Laurier University Act to administer the university-student relationship. This includes but is not limited to maintaining your academic and ancillary records, contacting you, and others on your behalf, and releasing such information as is appropriate for the operation of the university. Questions may be directed to [privacy@wlu.ca](mailto:privacy@wlu.ca)*

**Please sign here to indicate that you have read the above information:**

## DEFERRED EXAMINATION PETITIONS – FINALS AND MIDTERMS

Final examinations for any course cannot be deferred more than twice. A **maximum of five exam deferrals** are allowed during the completion of a degree. Midterm deferrals are granted for academic conflicts and religious conflicts only.

Course Number	Section	Term	Instructor's Name	Examination Date and Time

## COURSE REGISTRATION PETITIONS

- Register for a course after the official deadline  
*Attach a note from each course instructor*
- Withdraw from a course after the official deadline  
*Attach supporting documentation/personal statement*

Indicate Add or Drop	Course Number	Section	Term	Instructor's Name

## OTHER PETITIONS (e.g. extensions, not accountable requests, etc.)

Type of Petition	Reason for Petition	Academic Terms

## CHECKLIST FOR ALL PETITIONS:

- I have read and understand the Lazaridis School-specific policies and procedures located at:  
<https://students.wlu.ca/programs/lazaridis-school/business/news/2017/lazaridis-school-petition-policies-and-procedures.html>
- Typed personal statement (ATTACH)
- All documentation is subject to confirmation. Any falsification or fabrication of documentation will be addressed through academic misconduct procedures.