

**McMASTER UNIVERSITY - FACULTY OF HUMANITIES  
PETITION FOR SPECIAL CONSIDERATION**

In the interest of equity, the Faculty of Humanities adheres strictly to all deadlines and to all academic regulations as stated in the University Calendar. Exemptions from a deadline or regulation may be granted if the student is able to demonstrate good cause which is supported by documented evidence. This form is the one referred to in Section 5 of the following STUDENT APPEAL PROCEDURES. Petitions for Special Consideration should be submitted to the Assistant Dean in CNH/107. Petitions will be forwarded to the appropriate individual or committee to secure a final decision.

**Excerpt from the STUDENT APPEAL PROCEDURES**

5. Students who seek special consideration (e.g., permission to take course at another university, deferred examination privileges or leave of absence), or who wish to request that the application of a particular University or Faculty regulation be waived because of compelling medical, personal or family reasons, should submit a Petition for Special Consideration. Petitions for Special Consideration ('Petition') are not part of this Policy. Students wishing to bring a Petition should consult the appropriate section of the relevant Graduate or Undergraduate calendars. Decisions based on a Petition for Special Consideration cannot be appealed under this policy.

Name \_\_\_\_\_ Student No. \_\_\_\_\_

Programme: \_\_\_\_\_ Level: \_\_\_\_\_

Address during term \_\_\_\_\_  
No. Street City

Telephone No. (during term) \_\_\_\_\_ Postal Code \_\_\_\_\_

Permanent Address  
(if different from above) \_\_\_\_\_  
No. Street City

Telephone No. \_\_\_\_\_ Postal Code \_\_\_\_\_

What action do you seek? (i.e. What do you want to be done specifically by the Faculty or by one of its officers/committees?)

---

---

---

---

Have you discussed your situation with anyone in the Faculty? Yes  No

Received in Office

If yes, please identify \_\_\_\_\_

Date: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Use this space to provide information you believe necessary to support your petition. (You may attach additional sheets, if necessary.) If you are citing medical reasons for your request, **medical documentation MUST be attached** at the time that you submit this form for consideration.

Please List any documentation attached (e.g. medical note) and number (if any) of sheets attached to this form:

The information gathered on this form is collected under the authority of the *McMaster University Act, 1976*. The information is used for the academic, administrative, financial and statistical purposes of the University including, but not limited to, admissions; registration and maintaining records; awards and scholarships; convocation; provision of student services, including access to information systems; alumni; and disclosure to or on behalf of the applicable McMaster student government. This information is protected and being collected under section 39 (2) and section 42 of the *Freedom of Information and Protection of Privacy Act* of Ontario. Questions regarding the collection or use of this personal information should be directed to the University Registrar, University Hall 209, McMaster University.

**FOR OFFICE USE ONLY**

Final Decision

\_\_\_\_\_  
Assistant Dean (Studies)

\_\_\_\_\_  
Date