

**LEHIGH UNIVERSITY**  
**SOS Petition to STUDY ABROAD**

Date: \_\_\_\_\_ Print Name: \_\_\_\_\_  
 Month Day Year Last First M.

College: \_\_\_ Arts and Science  
 \_\_\_ Business  
 \_\_\_ Engineering  
 \_\_\_ Education

Email \_\_\_\_\_

Class: \_\_\_ Freshman  
 \_\_\_ Sophomore  
 \_\_\_ Junior  
 \_\_\_ Senior

Major: \_\_\_\_\_

Academic  
 Advisor: \_\_\_\_\_

Cumulative GPA: \_\_\_\_\_

Student I.D. # \_\_\_\_/\_\_\_\_/\_\_\_\_

GPA Last 2 regular terms  
 FALL 20\_\_\_\_ GPA: \_\_\_\_\_  
 SPRING 20\_\_\_\_ GPA: \_\_\_\_\_

Lehigh Email: \_\_\_\_\_

Local Address/Box #: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

Student: Please attach a 1 – 2 page statement which clearly and thoroughly states your request and reasons for this petition to study abroad.

Nature of Request: **STUDY ABROAD PETITION**

Type of petition (circle one): **GPA** **DISCIPLINARY**

Semester you wish to study abroad (circle one): **Spring** **Fall** **Summer** **Winter**

Year of program: 20\_\_\_\_\_

Study Abroad Program you wish to attend:

Student Signature

The student will take this petition form to each of the appropriate representatives for review and approval

	Date	Signature	Recommendation (reason/remarks)
Study Abroad			
Associate Dean of Students U.C. Room 210			
Academic Advisor			
Associate Dean of College			
Registrar			

Action taken by Dean of Students: \_\_\_ **Approved** Date: \_\_\_\_\_

\_\_\_ **Approved Conditionally** Date: \_\_\_\_\_  
**Conditions:**

\_\_\_ **Denied** Date: \_\_\_\_\_

## GPA PETITION

Students must have a GPA of 3.0 or above, or an average of 3.0 in the two regular semesters (fall/spring) prior to applying for semester or year-long programs. Students who do not meet either of these requirements may petition. Please note that completing the petition process does not guarantee approval. Petitions to study abroad without the minimum GPA are approved in special circumstances only and are reviewed on the merits of the individual petition. Here is what the SOS Committee finds useful in a petition from a student with a GPA below 3.0 who wants to study abroad:

1. A one page statement on why your GPA is below the 3.0; information that supports your ability to function academically while abroad; how the specific program will enhance the academic program at Lehigh and beyond Lehigh; as well as other information that supports the match of your strengths and the program you want to attend.
2. Letter(s) of recommendation from professors (often students send the same letters that they would send with their abroad application). While not necessary, this is certainly useful to the committee.
3. Students petitioning should make **appointments** with 1) Study Abroad Office; 2) Katherine Lavinder, Associate Dean of Students; 3) Academic Advisor; 4) College Associate Dean. At the meeting the petition will be reviewed and suggestions will be made on how the petition can be as strong as possible.
4. Unofficial copy of your transcript.

## DISCIPLINARY PETITION

Please note that students currently on probation rarely are approved to study abroad. Completing the petition process does not guarantee approval. Here is what the SOS Committee finds useful in a petition from a student who has been involved in a disciplinary infraction:

1. A one page statement explaining the disciplinary infraction.
2. Letter(s) of recommendation from professors (often students send the same letters that they would send with their abroad application). While not necessary, it is certainly useful to the committee.
3. Students petitioning should make **appointments** with 1) Study Abroad Office; 2) Chris Mulvihill, Assistant Dean of Students AND Katherine Lavinder, Associate Dean of Students; 3) Academic Advisor; 4) College Associate Dean. At the meeting the petition will be reviewed and suggestions will be made on how the petition can be as strong as possible.
4. A letter from the judicial officer with his/her support.

<b>Deadline to Hand in Petition NO LATER THAN</b>	<b>Location to hand in materials NO LATER THAN</b>	<b>Petition Meeting</b>
Tuesday, January 24, 2012	12 noon Study Abroad Office	Friday, January 27, 2012
Tuesday, February 7, 2012		Friday, February 10, 2012
Tuesday, February 21, 2012		Friday, February 24, 2012
Tuesday, February 28, 2012		Friday, March 2, 2012
Tuesday, March 13, 2012		Friday, March 16, 2012
Tuesday, March 27, 2012		Friday, March 30, 2012
Tuesday, April 10, 2012		Friday, April 13, 2012
Tuesday, April 24, 2012		Friday, April 27, 2012
Tuesday, May 8, 2012		Friday, May 11, 2012
Tuesday, May 22, 2012		Friday, May 25, 2012

	<b>Name</b>	<b>Position</b>	<b>Office</b>	<b>Extension</b>
1	Katherine Lavinder	Associate Dean of Students	112 University Center	x84159
	Chris Mulvihill (Disciplinary only)	Assistant Dean of Students	Warren Square E	x86598
2	Your academic advisor			
3	Katrina Zalatan	CBE Associate Dean	Dean's Office, RBC 395	x84498
	Augustine (Gus) Ripa	A&S Associate Dean	Dean's Office, Maginnes	x83301
	Gregory Tonkay	RCEAS Associate Dean	310 Packard Lab	x84025
4	Katie Welsh Radande	Study Abroad Office	32 Sayre Drive, Coxe Hall	x84735
Students do not need to meet with the Registrar Office				