ELECTRICAL AND COMPUTER ENGINEERING DEPARTMENT-UNIVERSITY OF CALIFORNIA, SANTA BARBARA

PETITION TO ADD AN ECE CLASS
OUT OF MAJOR STUDENTS ONLY

Admission to, and performance in, this class does not guarantee admission into the EE/CE major. Priority is given to students within the major.

NAME: _____ PERM NUMBER: _____

CLASS LEVEL (FR/SO/JR/SR): _____ MAJOR: _____

REQUESTED CLASS: _____ INSTRUCTOR: _____ QUARTER: _____

EMAIL ADDRESS: _____

List all the prerequisites for this class. Specify whether you have *or* have not taken the prerequisite, and if so, the grade(s) received. If you have classes taken at other institutions which you would like to have considered as prerequisites please include your student profile or copies of your transcripts from those institutions and the appropriate curricula.

PREREQUISITE	TAKEN? (Y/N)	GRADE(S)

REASON FOR PETITIONING: (Justify why you are making this request)

_____   _____
Student's Signature   Date

(FOR ECE STUDENT OFFICE USE ONLY)

UCSB GPA: _____
Attach a copy of the student's transcript.

(INSTRUCTOR: PLEASE CHECK BOX BELOW)

☐ DENIED   ☐ APPROVED

COMMENTS: _____

_____   _____
Instructor   Date

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How to fill out an ECE course petition

Do You Meet the Requirements?
- You must meet the course pre-requisites and receive a grade of a "C" or higher in non-ECE courses and "C-" in ECE courses.
- The course and pre-requisites can be found in the **latest** General Engineering Academic Requirements (GEAR) catalog.

Information You Need for the Petition Form:
- Pre-requisites for the course, if the pre-reqs have been taken, and grades.

The Petition Form
- CE or EE major: Pink Sheet
- Non-majors: Yellow Sheet
- Fill out the petition and submit to the ECE undergraduate academic advisor in ECE Student Office (Trailer 380, Room 101).

Petition Process
- Petitions are submitted for review and generally processed within the first week of the quarter.
- If approved or denied, the ECE undergrad staff will email you.
- If approved, you will be sent an add code to be enrolled in the course.
- **If denied, you will not be able to enroll in the course.**

Additional Information:
- If the petition is denied, it cannot be appealed.
- Petitioning to add an ECE course does not guarantee enrollment into the course.
- Have a backup plan and at least 12 units registered in case the petition is denied
- Attend the ECE lecture, section and/or lab of the petitioned course so you do not fall behind.