Carnegie Mellon University
Information Networking Institute

Please send completed petition to ini-academic@andrew.cmu.edu.

Information Networking Institute
College of Engineering
Phone: 412-268-7195
ini@cmu.edu
cmu.edu/ini

Course Time Conflict

STUDENT INFORMATION

Student Andrew ID:

Student Name:

Last/Family, First and/or Preferred, MI

Degree: Faculty Advisor:

Date:

mm/dd/yyyy

Students requesting to enroll in two courses that have a time conflict must submit email approvals from both instructors to have their petition considered. Petitions for a time conflict that is more than 20 minutes will not be considered unless the overlap is only during a recitation.

COURSE INFORMATION

Time overlap (minutes): _____

List both courses and numbers: _____

Please list your reasoning and how you plan to manage the time conflict:

INI ACADEMIC AND STUDENT SERVICES USE ONLY:

Approved

Approved with the following conditions:

Denied for the following reason:

INI Academic Advisor Committee Decision Date: Processed by:

Academic Advisor: _____   ☐ Approve
                                                                  ☐ Deny   Date:_____
         Print/Type Name   Signature   mm/dd/yyyy

INI Director: _____   ☐ Approve
                                                                  ☐ Deny   Date: _____
         Print/Type Name   Signature   mm/dd/yyyy

Reviewed by Committee/Advisor/Director	Notified student	Updated Stellic record
Saved e-copy in student file	Recorded in petition database	