

Glendon Petition for Deferred Standing – Deferred Coursework Form

Student: Please complete the top section of this form (in white) and submit it to your course director or department for the completion of the section in grey. It is your responsibility to submit this completed form, along with a completed Course Performance Summary (page 2), for every course included in your petition.

Deadline: Petitions for deferred standing must be submitted by the student no later than five working days after the end of the examination period for the appropriate term. Petitions for extensions of deferred standing must be initiated by the student no later than five working days after the missed deferred exam or the deferred due date of the assignment.

Student's name	Student number
Course code (e.g., GL/CORE 1630 3.00 A)	Course academic year term (e.g. 2025-2026 Fall)
	Course director's name

Test/exam/coursework to be deferred	% weighting of final grade	Original deadline (as per course syllabus)	Proposed new deadline

Student signature	Date
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Course Director: Do you support the proposed deferral and deadlines listed above?

- Yes
- No
- Unsure

Please add any comments that may help the Petitions Committee make a decision. (e.g., why you are or are not in support of this petition; if any coursework listed above has already been submitted to you; if any extensions were previously granted to this student in this course for the proposed deferred, or for other, coursework.)

Course Director Signature	Date
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GLENDON COLLEGE - YORK UNIVERSITY

STUDENT COURSE PERFORMANCE SUMMARY

STUDENTS: It is your responsibility to have this form completed by the Course Director/Instructor, the Undergraduate Program Director or Chair acting on behalf of the Course Director, for each course in which special consideration is being requested and to forward this form directly to Academic Services. INCOMPLETE PETITIONS WILL NOT BE ACCEPTED. If you require additional forms, please make photocopies.

Note: Students should be aware that making false claims, submitting false information, altering official documents or records, so as to mislead an instructor, academic unit or committee, are considered breaches of academic conduct. The Senate Policy on Academic Conduct is published in full in the Undergraduate Programs Calendar, and is available from the University Secretariat.

Student's Name				Student Number	
Course Director's Name					
Session	Term	Faculty	Subject	Course #/Section	Course Title

COURSE DIRECTOR: Students are permitted to see ALL materials pertaining to their petition, including this form. Please note that, while students are encouraged to discuss their circumstances with their Course Directors, they have the right to confidentiality, and are not obligated to discuss the grounds of a petition with Course Directors.

1. Attendance: To the best of your knowledge, did the student attend classes regularly? Yes No I don't know

2. Course Information: Complete the table below. Please supply dates where requested. This information is essential for the Committee to confirm the time and/or sequence of events described in the petition.

Type of Graded Component or Assignment	% Weighting of Course Mark	Grade Earned	Date Assignment(s) Due	Date grade available to student	Work Not Received (Check)
	Total - 100%				

Course Director's Signature	Date
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