Undergraduate students at UNC-Chapel Hill are expected to complete their four-year degree requirements in eight semesters (and any number of summer sessions). In rare cases, based on extenuating circumstances beyond students’ control, special permission may be given for enrollment in a ninth semester. Please complete this form and turn it in to the Undergraduate Student Services Manager.

Students who are permitted to enroll in an additional semester beyond the usual maximum are allowed to graduate with ONLY ONE MAJOR AND NO MINORS (pursuant to Faculty Council legislation, effective fall 2006).

Petitions are usually approved in order to meet the following needs:

- to take courses required for graduation which are offered only in certain spring or fall semesters – despite the student’s best efforts to complete these in a timely manner;
- to complete an honors thesis;
- to participate in a study-abroad program that requires the student to be enrolled as an undergraduate;
- to serve the University community via special student activities that significantly benefit the campus community;
- to serve the University as a red-shirted student-athlete or in the capacity of student personnel important to a varsity team and endorsed by the team’s coaching staff;
- to retake a course required for graduation that was failed in the final semester.

The following are sometimes accepted as legitimate extenuating circumstances that result in the need for an additional semester:

- change of majors as recommended by academic advisor;
- loss of transfer credits;
- financial need necessitating heavy employment hours, thus reducing the student’s ability to take 15-hour semesters or to attend summer sessions;

### Petition to Enroll for an Additional Semester

<table>
<thead>
<tr>
<th>To:</th>
<th>Director of Undergraduate Studies</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Student Information</strong></td>
<td></td>
</tr>
<tr>
<td>Name:</td>
<td></td>
</tr>
<tr>
<td>PID:</td>
<td></td>
</tr>
<tr>
<td>E-mail:</td>
<td></td>
</tr>
<tr>
<td>2nd major or minor(s):</td>
<td></td>
</tr>
</tbody>
</table>

---

**Petition to Enroll for an Additional Semester**

To: Director of Undergraduate Studies

**Student Information**

Name:  
PID:  
E-mail:  
2nd major or minor(s):
• health-related matters;
• personal and family situations that necessitated support from the student;
• course sequences for courses that are not offered every semester;
• failure of a course required for graduation;
• insufficient hours of “C” grades in the major core.

Petitions are usually denied for the following:

• to complete a second major
• to complete a minor
• to raise a grade-point average
• to take prerequisites for graduate or professional school
• to take courses related to employment
• to change major from BA to BS degree
• to complete degree requirements on campus in a fall or spring semester when there are readily-available alternatives via summer sessions or online courses

1.) What semester do you request permission to enroll?
   FALL    SPRING    year: ____________

2.) What course(s) would you take in your additional semester?

<table>
<thead>
<tr>
<th>Course(s) required to graduate:</th>
<th>Other course(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>1.</td>
</tr>
<tr>
<td>2.</td>
<td>2.</td>
</tr>
<tr>
<td>3.</td>
<td>3.</td>
</tr>
<tr>
<td>4.</td>
<td>4.</td>
</tr>
</tbody>
</table>

3.) What prevents you from graduating within the allowed maximum number of semesters?
Student Signature ____________________________ Date __________________________

☐ Approved  ☐ Not approved

Director of Undergraduate Studies ____________________________________________