

PETITION TO ENROLL IN AN 8-WEEK ONLINE CAMPUS COURSE

This form is to be used by on-campus students to request enrollment in an 8-week online course offered through the ORU Online Campus during the Fall or Spring semesters. This form is not required to enroll in an online course during a Summer session. Students must have earned 60+ credit hours to complete this petition.

Instructions:

1. Student completes and signs Section A, Student Information and Reason for Request.
2. Student's academic advisor completes and signs Section B, Advisor's Recommendation.
3. Student's financial aid counselor advises student and signs Section C, Financial Aid.
4. Department Chair of student's major accepts Advisor's Recommendation.
5. Dean of the ORU Online Campus accepts Advisor's Recommendation and forwards petition to the Registrar's office.
6. Registrar enrolls the student in the course.

Student please note:

8-week ORU Online Campus courses incur separate tuition charges and fees, and will not be included in your 12-18½ hour tuition block. Also, 8-week online courses are an intense learning experience. They assume you are a mature, self-directed learner with good time management skills.

Section A: Student Information and Reason for Request

Name: _____ Z-Number: _____
Last First Middle Initial

Local Address: _____ Phone: _____

ORU E-mail: _____@oru.edu

Student's Major: _____ GPA: _____ Student's Standing: Junior Senior

Check All That Apply: International Athlete Veteran

Course Requested: _____ Year: Fall Spring

Reason For Request: Please be complete and specific about why you cannot take this course on campus.

Student's Signature: _____ Date: _____

Section B: Academic Advisor's Recommendation

Reason Advisor Recommends This Approval: Please be complete and specific about how you have assessed this student's readiness for online learning and why taking this course online now is this student's only option.

Approved Not Approved

Advisor's Name (Please Print): _____ Phone: _____

Advisor's Signature: _____ Date: _____

Section C: Financial Aid

Student has been informed of any changes to financial aid that might arise by enrolling in an online course.

Financial Aid Representative's Name (Please Print): _____ Phone: _____

Financial Aid Representative's Signature: _____ Date: _____

Approved Not Approved

_____ Student's Major Department Chair Date

Approved Not Approved

_____ Dean of the ORU Online Campus Date

Entered: _____ Date: _____