

Sample Petitions:

### **Adding a course**

Dear BioEngineering Graduate Committee:

I would like to change my program of study to include class XXXX, which is not currently listed in the handbook under the approved list of courses. My initial proposed program of study includes protein engineering, and I'd like to supplement my knowledge to be gained from that class with a more complete understanding of the biology behind protein synthesis, folding and modification. This class (class XXXX) will help me broaden my understanding of protein properties and potentially aid in novel protein biomaterial design.

I have attached the course syllabus and schedule here. Thank you for your consideration.

### **Qualifying Exam**

Dear BioEngineering Graduate Committee:

I would like to request an extension for my qualifying exam in BioE from May 2015 to the end of summer 2015. The request is because all my past education has been solely in Mechanical Engineering. I have not completed any Biological Science coursework during my collegiate education prior to my studies at GT. I took Systems Pathophysiology this past fall, and taking Systems physiology in the spring, which will fulfill the biological science requirement. During the summer, I will be able to coordinate and plan the topic areas of the exam with my committee, study the material since I will have completed the topics covered in classes only by the end of May, and prepare for the oral exam format with this material in mind.

Thank you for your consideration.