# General Petition Form

**Registrar's Office**  
School of Education  
6740 Alexander Bell Dr, Suite 110  
Columbia, MD 21046-2100, Phone: 410-516-9816, Email: soe-registration@jhu.edu

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>M.I.</th>
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**Social Security Number**  
XXX – XXX – ___ ___ ___ ___

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<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Country (if not U.S.)</th>
<th>Zip Code</th>
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<th>Day Telephone</th>
<th>Evening Telephone</th>
<th>Email Address</th>
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**Method of Tuition Payment:** (check all that apply)

- ☐ Cash  
- ☐ Check  
- ☐ Charge  
- ☐ Employer contract  
- ☐ JHU remission  
- ☐ Financial Aid

**Request for:**

<table>
<thead>
<tr>
<th>Course #</th>
<th>Title</th>
<th>Date Last Attended Class:</th>
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**Specifics of request and reason(s):**  
You must provide documentation to substantiate your request

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**Student Signature** ____________________________ **Date** ________________

Please refer to [http://www.students.education.jhu.edu/register/change/](http://www.students.education.jhu.edu/register/change/) for the refund schedule or information about the school’s refund policy. You may return this form along with your documentation to any School of Education campus reception desk, fax it to 410-516-9817, mail to the address above, or email it to soe.registration@jhu.edu.

5/2017