Step 1: Log into the OCR website using your UCR NetID at: http://undergradbusiness.ucr.edu/undergraduate_advising/petition.html

Step 2: Type in your Phone Number

Step 3: Type in your Concentration

Step 4: View list of courses to petition by clicking here
Step 5: Select the course(s) you want to petition by clicking on the call number for the course. For courses with multiple sections, please select the correct section you wish to request.
Step 6: To add the course(s) to your list of petitioned courses, click the Plus (+) button.

Step 7: The courses you successfully added will be listed here. If the course is not listed here (for example, the course that is to the left, BUS 119 002, Call Number 19476), then it will not be included in the list of courses requested. Be sure to confirm this is the full list of courses you are requesting.
Petition Request for Winter '14 Term

Petitions may be submitted starting on 28-Oct-2013 through 01-Nov-2013. You may update and resubmit your request until the deadline. You may review the status of your request(s) on this web page through 29-Nov-2013.

Fields marked with * are required. Concentration is required for Business Majors.

First name: Allen
Last name: Tang
UCR NetID:
College:
Phone No:* 951-827-4551
I am a Business Minor: [ ]

Select business courses you would like to ADD. Enter the call number of the course and click the Add (+) button. Make sure that you include discussion section where required.

Call # to Add: [ ]
11433 BUS 117 001
11436 BUS 118 002
19476 BUS 119 002

Reason for request (Provide additional information for the Advisor processing your request):
I am a SoBA student with senior standing. My order of preference for these three courses is:
1. BUS 119 002, 19476
2. BUS 118 002, 11436
3. BUS 117 001, 11433

Character Count: 158

Step 8: For the courses you are requesting, please include your order of preference, in case we cannot accommodate your full request. If you do not tell us your order, we will randomly select your order.

Step 9: To finish the OCR process, click on the Submit button. You will receive a Confirmation E-mail afterwards.