

STUDENT NAME _____ DATE _____
Last First

STUDENT ID NO. _____ TERM _____ CUM. GPA _____

MAJOR _____ GRADUATING TERM (*projected*) _____

IMPORTANT

- Once a course is approved for use in a degree program and is recorded on the transcript, no reversal is permitted.
- Undergraduates accepted into an accelerated or fast track program may apply up to six 5000-level (graduate) credit hours to both the bachelor's and master's degrees.

PROCEDURE

- Complete form.
- Obtain signatures from course instructor and your major/minor advisor(s), if cumulative GPA is 3.0 or higher and you are within 24 semester credit hours of completing program requirements for your undergraduate degree.
- Obtain signatures from course instructor, major/minor advisor(s) and academic unit head offering the course, if:
 - the cumulative GPA is below 3.00 or
 - a co/prerequisite is missing (NOTE: The major/minor advisor must fill in the missing co/prerequisite and give justification for the waiver of the course in the missing co/prerequisite section below).
- Bring the signed and approved form to the Registration Center for processing.

COURSE INFORMATION

CRN	Prefix	Course No.	Section	Course Title
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MISSING CO/PREREQUISITE(S) (*If applicable*)

Prefix	Course No.	Justification of waiver
Prefix	Course No.	Justification of waiver
Prefix	Course No.	Justification of waiver
Prefix	Course No.	Justification of waiver

SIGNATURES

Instructor _____ Date _____

Academic Major Advisor _____ Date _____

Academic Minor Advisor _____ Date _____

Academic Unit Head (*offering course*) _____ Date _____

OFFICE USE ONLY

Staff Initials _____ Date _____ Processed by _____ Date _____