MMH Core Course Waiver Petition Form
Return petition to the Office of Student Services 180 Statler Hall

TO: Academic Petitions Committee       DATE: ___________________________
FROM:__________________________________________
      (Please Print)                          (Student Signature)
STUDENT ID#________________________ EXPECTED GRAD TERM: __________
I WISH TO REQUEST A CORE COURSE WAIVER FOR: __________________________

Core Course Instructor:
(please check one)             I approve this request.             I do not approve this request.
Comments:________________________

__________________________________________
Course Instructor Printed Name       Course Instructor Signature

Faculty Advisor/Concentration Advisor:
(please check one) _______ I support this request. _______ I do not support this request.
Comments:________________________

__________________________________________
Advisor Printed Name       Advisor Signature

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ACADEMIC PETITIONS COMMITTEE RESULTS

The Academic Petitions Committee has decided to ( ) approve ( ) deny the above petition.
COMMENTS: __________________________________________________________

__________________________
(Date)                        (Committee Signature)

Updated June 27, 2016
MMH Core Course Waiver Petition Process

1) Student to meet with instructor to discuss individual course waiver petition requirements and process for their course.

2) Student prepares petition-related documents accordingly. This includes:
   
a. securing core course instructor approval and signature on MMH Core Course Waiver Petition Form.
   b. securing faculty/concentration advisor approval and signature on MMH Core Course Waiver Petition Form.

3) Student submits completed petition form to the Office of Student Services (OSS) in Statler 180; Attention: SHA Registrar.

4) SHA Registrar will email the student confirmation of the completed process, update student schedule (if applicable), and note in OSS Student Record. Copies will be sent to core course instructor, faculty/concentration advisor, Director of Graduate Programs, and Director of Graduate Studies.