

Petition for Course Waiver
Wayne State University
School of Library and Information Science
Master's Degree

Name: _____ WSU ID: _____
Last First Maiden or Middle
 Home Address: _____ City: _____
 State: _____ Zip: _____ Country (if not U.S.): _____
 Telephone: _____ E-mail: _____
 Concentration: _____

PROCEDURES FOR SECURING APPROVAL FOR COURSE WAIVER

- 1) Request written permission (an email is sufficient) from the relevant Lead Instructor to have the course credits waived.
 - a) Additional evidence may be requested to make a decision.
 - b) Written explanation of why the waiver request is appropriate. This will clearly describe how this waiver fits into the student's overall Plan of Work and is to be submitted at the time of the request. **Attach a 250-400 word justification to this form.**
- 2) Complete this "Petition for Course Waiver" form and submit it to the Lead Instructor for approval.
- 3) Complete Change in Plan of Work form, if necessary.
- 4) For core courses only, students granted a waiver are required to submit a course artifact (this completed form and written justification) to their ePortfolio.

(1) Waived course

Term/Yr.	Dept. and Number	Course Title	Credits	Replacement Course Number

Remarks, as necessary:

Petition for Waiver:

 Student's signature Date

Petition approved and waiver
 for class recommended by:

 Lead instructor's signature Date

Petition authorized by
 SLIS:

 Reviewed by Date