

PETITION OF EXCEPTION –OU Course Waiver/Substitution

520 O'Dowd Hall
 Rochester, MI 48309-4401
 Phone: 248-370-2700

Students admitted to a graduate program are expected to complete the program requirements according to the Oakland University Graduate Catalog. On occasion, a required course in a graduate program may not be available or may no longer be offered due to program changes. With advance approval from the faculty adviser, graduate program and Graduate Study the student may request a course requirement be waived and another OU course substituted. The determination of courses suitable for substitution resides with the graduate program.

When there is just cause for the substitution, the student must submit a OU Course Waiver/Substitution petition form to their faculty adviser and obtain all approvals for the course substitution prior to enrolling in the proposed course. A course substitution is not a statement of equivalency between two courses; it is a singular substitution for one student. Approval of a course substitution does NOT override any other enrollment criteria such as prerequisites.

This form is NOT used to transfer a graduate course in from another institution to satisfy a graduate program requirement at OU. Students must submit a Graduate Transfer Credit Request form.

Student Name		Last	First	MI
Student # G	Email		Daytime Phone Number	
Name of Graduate Program			<input type="checkbox"/> Master	<input type="checkbox"/> Doctoral
			Expected Graduation (semester/year)	
Student Signature			Date	Program Catalog Year

COURSE INFORMATION

I WISH TO <u>WAIVE</u> THE REQUIRED OU COURSE LISTED BELOW		
Course Rubric/Number	Name of Course	Credits
AND <u>SUBSTITUTE</u> THE OU COURSE LISTED BELOW		
Course Rubric/Number	Name of Course	Credits

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Reason for the course substitution

<p><u>FACULTY ADVISER</u></p> <p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Deny</p> <p>Date</p>	<p>Comments</p> <hr/> <p>(PRINT FACULTY ADVISER) (SIGNATURE FACULTY ADVISER)</p>
<p><u>CHAIR OR GRADUATE COMMITTEE</u></p> <p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Deny</p> <p>Date</p>	<p>Comments</p> <hr/> <p>(PRINT GRADUATE CHAIR/COMMITTEE) (SIGNATURE GRADUATE CHAIR/COMMITTEE)</p>
<p><u>GRADUATE STUDY</u></p> <p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Deny</p> <p>Date</p>	<p>Comments</p> <hr/> <p>(SIGNATURE GRADUATE STUDY)</p>