

Petition to Substitute or Waive SEAS Master's Degree Requirement

(To petition a Rackham requirement, use Rackham Petition for Modification or Waiver of Regulation Form)

Name _____ Date _____

UM ID _____ Email _____

Field of Study _____

I request permission to **substitute** or **waive** (circle one) the requirement specified below.

Required Course Information

Type of Requirement (circle one):

Field of Study Core

Analytics

Electives (FOS specific)

Required Course* or Type of Course _____

(For example: EAS 538, Sustainable Enterprise Course, Analytics Course)

Substitution Course Information

Course Number _____ Semester Course Taken _____

(as appears on academic record)

Course Title _____

Course Instructor _____

SEE REVERSE SIDE FOR ADDITIONAL REQUIREMENTS

Approvals

Your current Faculty Advisor must approve this request:

Faculty Advisor Name _____

Faculty Advisor Signature _____ Date _____

Field of Study Coordinator Name _____

Field of Study Coordinator Signature _____ Date _____

*For required course petitions, the required course instructor must approve this request:

Required Course Instructor's Name _____

Required Course Instructor's Signature _____ Date _____

Approved by Associate Dean _____ **Date** _____

Return completed form to Office of Academic Programs, room 1520 Dana.

Guidelines
Petition to Substitute or Waive SEAS Master's Degree Requirement

- Please attach a statement describing your reason(s) for requesting this action (include reason why taking a course from the approved course lists is not possible)
- There must be a very strong justification in order to gain approval, as the analytics, distribution and field of study core course lists are already extensive and offer many options.
- Lack of academic planning will not result in a routine approval.
- Current analytics, distribution and field of study lists should be used.
- Work experience does not qualify for meeting the analytics or field of study requirements
- The course for which approval is being requested must be:
 - graduate level
 - comparable to courses on the existing lists
- A copy of the syllabus of the course for which approval is being requested must be attached.