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: NRE 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.

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Last Revised 06/27/2017
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.