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 _____

Specialization _____

I request permission to substitute ☐ or waive ☐ the requirement specified below.

Required Course Information

Type of Requirement:

Specialization Core ☐   Analytics ☐   IAMS ☐   Electives (Specialization specific) ☐

Required 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 _____

Specialization Coordinator Name _____

Specialization 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 seas-gradsupport@umich.edu or room 1520 Dana.

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

- This form needs to be approved by your faculty advisor, specialization coordinator, and if applicable, the instructor of the required course before this can be submitted for final review/approval of the Associate Dean.
- 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, IAMS, and specialization core course lists are already extensive and offer many options.

- Lack of academic planning will not result in a routine approval.

- Current analytics, IAMS, and specialization lists should be used.

  - For specific course waivers/substitutions (e.g EAS 538, 531, or 570 etc) please ask the instructor of the course to review the syllabus/syllabi of previous course(s) to confirm they are equivalent to the relevant courses.

- Work experience <u>does not</u> qualify for meeting the analytics or field of study requirements

- For substitution requests, the course for which approval is being requested <u>must be</u>:
  - 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.