V School *of* Engineering

Request for Course Requisite Variance

Instructions:
1) Student completes Section I, then sends to their academic adviser.
2) Student's academic adviser reviews and completes Section II, then sends back to student.
3) Student sends form to course instructor.
4) Course instructor reviews and completes Section III, then sends back to student.
5) Student reviews and sends fully completed form to engineering-oas@vanderbilt.edu.

This form should be sent to engineering-oas@vanderbilt.edu <u>prior to registration and no later than the end of the change-of-course period</u> of the semester in which the student wishes to take the course in question.

<u>**SECTION I:**</u> To be completed by student

First Name: _____   **Last Name:** _____   **Student ID (Found in YES):** 000 _____

Term: ☐ Fall   ☐ Spring   ☐ Summer   **Year:** 20_____

Course I am requesting permission to enroll in for which I do not meet the stated requisite(s):

Subject Area	**Course Number**	**Section Number**	**YES Class Number**

I am requesting a waiver for the following requisite(s) listed in the catalog for the course mentioned above:

_____

Student Signature: _____   **Date:** _____

<u>**SECTION II:**</u> To be completed by student's faculty adviser
Curricular justification for bypassing requisite (i.e., why must the student take this course this term?)*:

_____
_____
_____

Adviser Name Printed	**Adviser Signature**	**Date**

<u>**SECTION III:**</u> To be completed by course instructor, who should consult with the director of undergraduate studies in their discipline as needed.
Student has gained or will gain requisite knowledge <u>*in advance of time material is needed*</u> by:
☐ Coursework in a different course (state course): _____

☐ Self-study of material (state resource): _____

☐ Other (be specific): _____

Course Instructor Name Printed	**Course Instructor Signature**	**Date**

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*A desire to graduate early is not appropriate justification.