



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 prior to registration and no later than the end of the change-of-course period of the semester in which the student wishes to take the course in question.

SECTION I: To be completed by student

First Name: _____ Last Name: _____ Student ID (Found in YES): ____00

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

Student Signature: _____ Date: _____

SECTION II: 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

SECTION III: 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 *in advance of time material is needed* 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

*A desire to graduate early is not appropriate justification.