WAIVER REQUEST - JSOM

Students who have obtained either an undergraduate degree in the subject area or at a minimum 6 credits of undergraduate coursework or 3 credits of graduate coursework in that area, may request a waiver of a program required course or course pre/co-requisite. If the waiver is approved, the student may replace the required course with a higher level course in the same area and/or enroll in coursework that have the waived course as a pre/co-requisite.

Coursework submitted to establish sufficient academic background must:

- Have grades of at least a B
- Have been completed within 6 years from the time of the waiver request
- Be from an accredited college or university
- Not be based on experiential learning, performance or work experience that occurs prior to enrollment

When submitting the request:

- Student must provide an official transcript, copy of course description and syllabus for each waiver credit course
- If waiver credit course was earned from a foreign university, an official explanation of the course numbering system must be attached to the waiver request form.
- Student may not apply for graduation in the same semester in which they earn a waiver of credit or preapproval of credit to be waived from another university.

Only waiver requests that meet all of the above requirements will be reviewed and processed by the corresponding academic area. All others will be automatically denied.

Processing:

- Waiver request will take an average of 2 - 4 weeks for processing.
- Decisions will be emailed to the student’s UTD EMAIL address