

UNDERGRADUATE REQUEST FOR WAIVER OR SUBSTITUTION OF UNIVERSITY CATALOG REQUIREMENTS FOR GRADUATION

This form is not for late withdrawals or late adds.

(Complete this form, secure necessary signatures, and return to Room 110, Sherman Hall).

NAME _____ WIU ID _____

CURRENT ADDRESS _____

PHONE _____ CLASSIFICATION: FRESH. ____ SOPH. ____ JR. ____ SR. ____

NOTE: STUDENTS CLASSIFIED AS SENIORS SHOULD HAVE FILED AN APPLICATION FOR GRADUATION PRIOR TO SUBMISSION OF THIS FORM

MAJOR _____ MINOR _____

Statement: Attach a typed request and any supporting evidence. NOTE: Requests involving substitutions and/or waivers in major or minor areas require the review and recommendation from chairpersons, adviser, and college dean of those areas when necessary.

Student's Signature

ADVISER

Recommend approval _____
Recommend denial _____
No recommendation _____

MAJOR DEPT. CHAIRPERSON

Recommend approval _____
Recommend denial _____
No recommendation _____

COLLEGE DEAN

Recommend approval _____
Recommend denial _____
No recommendation _____

MINOR DEPT. CHAIRPERSON

Recommend approval _____
Recommend denial _____
No recommendation _____

TEACHER CERTIFICATION (Where applicable)

Recommend approval _____
Recommend denial _____
No recommendation _____

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 REQUIRES THAT STUDENTS SIGN A CONSENT FORM FOR THE RELEASE OF THEIR ACADEMIC AND PERSONAL RECORDS WHEN SUCH RECORDS ARE TO BE REVIEWED BY PERSONS OTHER THAN UNIVERSITY OFFICIALS OR INSTRUCTORS. SINCE STUDENTS ARE MEMBERS OF THE COUNCIL ON ADMISSION, GRADUATION, AND ACADEMIC STANDARDS, IT IS NECESSARY FOR YOU TO SIGN THIS FORM.

FOR OFFICIAL USE ONLY