



College of Education

**APPLICATION FOR COURSE WAIVER**

*Please see the handbook to view the policy on course waivers.*

Applicant's Name: \_\_\_\_\_ WSU ID: \_\_\_\_\_  
  Last    First    MI

TITLE AND NUMBER OF WSU COURSE REQUESTED TO BE WAIVED:

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TITLE, DEPARTMENT, AND NUMBER OF COURSE CONSIDERED EQUIVALENT:

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INSTITUTION WHERE COURSE WAS TAKEN: \_\_\_\_\_

INSTRUCTOR'S NAME: \_\_\_\_\_

DATE TAKEN: \_\_\_\_\_ COURSE GRADE: \_\_\_\_\_

1. Attach a copy of the course syllabus, including texts, required readings, course requirements, course activities, examinations, and other pertinent data.
2. Attach a description of the course, including basic objectives, methods used to achieve those objectives, and any other data which is not immediately apparent from the syllabus.
3. Outline the points of correspondence between the course requested to be substituted and the WSU course requested to be waived. Keep in mind that we are assessing equivalence and not total duplication of course content.
4. An electronic copy of the *Course Waiver Form* and related documents should be emailed to the faculty member overseeing the course, the student's advisor, and the Office of Graduate Studies ([gradstudies@wsu.edu](mailto:gradstudies@wsu.edu)).