



WAIVER OF DEGREE REQUIREMENT FORM

To request to waive a degree requirement, please fill out the following information, obtain the signature of the instructor of the waived course and your Department Chair (*check with your department if approvals are needed from both). Then return form to the Office of Student Services via email at

des-studentservices@design.upenn.edu.

The full waiving and substituting courses policy can be found [here](#).

Student Information (please print clearly)

Date:	Term:
Full Name:	PennID:
Program(s):	
Email Address:	

Waived Course Information

Course Code: _____ - _____ - _____ (ex: ARCH-5010-001)
Course Title:
Term in which course would have been taken:

Proposed Alternate Course Information

Course Code: _____ - _____ - _____ (ex: ARCH-5010-001)
Course Title:
Term in which replacement course will be taken:

Student Name (Please Print)

Student Signature

Date

Approvals:

Instructor of Waived Course Name signature or email approval

Date

****If required by your department***

Department Chair or Program Director Name signature or email approval

Date

****If required by your department***

Stuart Weitzman School of Design, Office of Student Services, Location: 110 Meyerson Hall

Email: des-studentservices@design.upenn.edu

Revised September 2022