

Interdepartmental

Department of Urban Design and Planning

Box 355740
206-543-4190
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Alternative Coursework Petition

Instructions:

Students must fill out the top portion of the petition form, specifying what they are requesting and why. Please provide documentation if applicable. If requesting a waiver or substitution for a specific course, the regular instructor for that course must review and sign the petition before it is reviewed by the Department Chair. The Alternative Coursework Petition form should then be turned in to Diana Siembor in 410 Gould Hall for review and signature by the Department Chair.

Alternative Coursework Petition decisions are not final until the Department Chair has reviewed and signed the form. Please allow at least two weeks for the review of your request.

To: Department Chair

From: _____ Date: _____

Re: **REQUEST FOR APPROVAL OF ALTERNATIVE COURSEWORK TO SATISFY MASTER OF URBAN PLANNING DEGREE REQUIREMENTS**

Request for:

- Waiver
- Substitution
- Approval of Sequence
- Transfer of Credits

Specifically, I would like to:

The reasons for this request are:

Please be prepared to provide a course syllabus in order to document your reasons.

Recommendation of regular faculty instructor for class (if applicable):

- Approved
- Not Approved

Name of Faculty Instructor (please print)

Signature of Faculty Instructor

Date

Action by Graduate Program Coordinator:

- Approved
- Not Approved

Comments:

Signature of Department Chair

Date