REQUEST FOR
WAIVER OF PREREQUISITE
EE/CE/TE Graduate Program

Step 1 – To be completed electronically by Student　　　　UTD ID: _____

Last Name: _____　　　First Name: _____

Degree Program: <u>Anticipated</u>　　　Semester Admitted: _____　　　Year Admitted: _____

Anticipated Graduation Semester: _____　　　Anticipated Graduation Year: _____

If previously requested, date submitted: _____　　　Email: _____

Previous College/University: _____

Previous College/University Course Number: _____　　　Semester/Year Completed: _____

Course Title: _____　　　Credit Hours: _____　　　Grade: _____

UTD Prerequisite
Course Number: _____　　　UTD Course Title: _____

A copy of the official transcripts and course description per school catalog must be submitted with this request. See page 2 for checklist of prerequisite course waiver and form submission options.

I affirm the information provided is true and accurate. If such information is found to be falsified or inaccurate, I understand it may be grounds for cancellation of enrollment and/or disciplinary action.

_____

　　Student Signature　　　　　　　　Date

Routing Instruction: Email to ECE Graduate Program Office, [ecegradprogram@utdallas.edu,](mailto:ecegradprogram@utdallas.edu) for Step 2)

Step 2—To be completed by Graduate Advisor

Graduate Advisor/Reviewer Comments:

　　　　　　　　Approved　　　　　　　　Denied

Step 3 – Signatures and Approvals

_____　　　_____

　Graduate Advisor Signature　　　Date　　　Graduate Program Head Signature　　　Date

(Routing Instruction: ECE Graduate Program Office emails the student regarding outcome of request)

Checklist for Waiver of Prerequisite Course

Did you receive a grade of B or better?　　　　　　Yes　　　　　　No

No to the question, you are not eligible for a waiver. No further action.

If Yes to the question, submit the following documents with your request to the ECE Graduate Program Office (In person: ECSN 2.7 Front Desk; by mail: 800 W. Campbell Rd, EC33 | Richardson, TX 75080 | USA; or by email: ecegradprogram@utdallas.edu):

1) Copy of official transcript

2) Catalog description and/or official course outline from accredited United States universities, *or*

3) If no catalog description is available (foreign universities only)

   a. An official course description is to be emailed directly to the Electrical and Computer Engineering Graduate Program Office ecegradprogram@utdallas.edu from the university, signed by a university official ranking department chair or higher.

   b. Submit the following university information

      - Name of university

      - Name of university official

      - University e-mail address

      - University phone number

      - University fax number