DEPARTMENT OF BIOLOGICAL SCIENCES

REQUEST FOR WAIVER OF PREREQUISITE(S)

PLEASE READ BELOW AND FILL OUT PART I BEFORE TAKING THE FORM TO THE BIOLOGICAL SCIENCES MAIN OFFICE (BI 186)

A waiver of prerequisites for courses offered by the Department of Biological Sciences is given only in exceptional circumstances and will be valid for the current year only. Failure to obtain a grade of C- or better in a pre-requisite is not considered an exceptional circumstance. Requests based on failure to achieve the minimum grade in a pre-requisite will be denied.

Prior to filling out this form, please familiarize yourself with the regulations governing prerequisites that are contained in the Faculty of Science "Prerequisites" See: <http://www.ucalgary.ca/pubs/calendar/current/sc-3-5.html> Section C of the current University of Calgary Calendar.

___ initial here to indicate you have read and understood the aforementioned section of the Calendar

Note, priority for registering in courses is given to students who have met the prerequisite(s). The waiver of a prerequisite carries no guarantee that the particular prerequisite is waived for any other course for which it is required.

After completing Part I, take the form with an attached Student Record Summary (available on-line by logging into My UofC portal) to the Department of Biological Sciences Main Office (BI 186) (no later than five (5) working days before the last date to change registration for fall, winter, spring or summer terms - as indicated in the University Calendar) for Departmental approval. The Student Record Summary must include all grades from the most recently completed term. Your request will be denied automatically if it is not accompanied by the programme summary. Whatever the Department ruling, a copy of this form will be made available to you.

Since the Department is under severe enrolment pressure, requests for waiver of prerequisite(s) will be handled in the following way:

1. All requests will be evaluated within 10 days.
2. Those without merit will be denied.
3. Requests have to be extremely meritorious for waivers to be granted before the aforementioned dates.

PLEASE TURN OVER
PLEASE READ OVERLEAF BEFORE COMPLETING PART I

WAIVER of ______________________ as a PRE-REQUISITE for ______________________

PART I. To be completed by the student.  
TERM: ____________

STUDENT NAME (Print legibly) ___________________________  ID# ______________________

Current Address ________________________________________

Telephone ___________________________  Email: _________________________________

OUTLINE REASON(S) FOR REQUESTING THIS WAIVER OF PREREQUISITE(S):

☐ Student Record Summary (or Transcript) is attached (please paper clip or staple with this side facing up).

Signature ___________________________  Date ________________

This information is collected under the authority of the Freedom of Information and Protection of Privacy Act and the Universities Act. It is required to evaluate the request. The information will form part of the student record. If you have any questions about the collection or use of this information, please contact BI 186.

08/19/11

PART II. DEPARTMENTAL ACTION

☐ APPROVED.  As the recipient of this waiver, you are responsible for correcting any deficiencies resulting from not completing the prerequisite course(s) successfully. Thus, do not expect any compensation for missing the prerequisite(s).

☐ DENIED.  You have not met the test of exceptional circumstances and/or

Associate Department Head - Undergraduate Studies ___________________________  Date ________________

Screen Approval:    ___________  ___________  ☐  ☐
Initials  Date  Approved  Denied