



Complete Sections A and B *before* submitting to:
Curriculum, Assessment, and Academic Support
 809 Maytum Hall

Upper Level Requirement Waiver

All undergraduate students must have at least 45 credit hours at the upper level in order to graduate. This waiver is to be used if you have difficulty fulfilling this requirement and is to be completed no more than one (1) year prior to anticipated graduation date.

Section A – Student Information and Nature of Request (Please print)

Student: _____ Fredonia ID#: _____
 Major: _____ 2nd Major (if applicable): _____
 Fredonia email: _____ Academic Advisor: _____
 Anticipated Graduation Date: _____ Anticipated # of Upper Level Credits Achieved by Graduation Date: _____

What background information and/or extenuating circumstances do you have to support your request to waive the upper level requirement? Attach all relevant documentation to the completed form (use back if more space is needed): _____

 Print Name of Person Submitting Form Signature of Person Submitting Form Date

Section B – to be completed by Academic Advisor AND Department Chair of Student’s Major

I have reviewed and discussed this request with the student. In addition, I offer the following comments:

 Print Name of Advisor Signature of Advisor Date

 Print Name of Department Chair Signature of Department Chair Date

Section C – Office Use Only

 Approved Not Approved Referral _____

Comments: _____

 Referral Signature Date Associate Provost CAAS Date