

Marquette University  
College of Business Administration

REQUEST FOR WAIVER OF DEGREE REQUIREMENTS  
For Business Majors or Minors

Name: \_\_\_\_\_

Student ID Number: \_\_\_\_\_

Address: \_\_\_\_\_

Street

College: \_\_\_\_\_

\_\_\_\_\_

City

State

Zip

E-Mail: \_\_\_\_\_@mu.edu

Major(s): \_\_\_\_\_

Minor(s): \_\_\_\_\_

**REQUEST:**

**REASONS FOR REQUEST:**

**An approval request waives the requirements only, not the hour(s); you must graduate with the minimum credit hours required for a degree within your home college.**

**INSTRUCTIONS FOR PREPARING A WAIVER REQUEST**

1. All requests must be submitted in writing.
2. Give all reasons for this request – be specific.
3. The student will be notified of the decision via email.
4. Be sure you understand the requirement you are requesting a waiver for completely so that the statement of your request and your argument is very clear, coherent and complete.
5. Be very explicit about your request in terms of course(s), hours, and requirements.
6. Append to this request any supportive recommendations from instructors concerned or from your faculty advisor.
7. If you have a question about the nature of your waiver request, see the Assistant Dean in the Dean's Office.

**ACTION**

Request for Waiver is:

Approved  Denied

Reason: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

College of Business Administration

**Please Print and return the completed form to the College of Business Administration  
Dean's Office in David Straz Hall Room 101.**