

Permission Number: <hr/>

WAIVER OF PREREQUISITE REQUEST

INSTRUCTIONS TO STUDENT:

1. Based on space in the course, meet with **your major department chair** to request their signature of approval to enroll in a course without the required pre-requisite or co-requisite.
2. Additionally, meet with the **department chair for the course** to secure their signature of approval and agreement with student's major department chair supporting enrollment in a course without the pre-requisite or co-requisite.
3. Attend class and request a permission number (write the number in the box in the top right corner).
4. Submit the signed form to the Office of the Registrar (located in the first floor of the faculty building) during business hours, or scan and email to registrar@csum.edu, or fax 707-654-1204.

Not: If the form is INCOMPLETE, e.g., missing signatures or does not provide a reason for the request, or submitted past the add/drop deadline, you will not be permitted to enroll in the course.

Student Information:

Print Full Name:		Student ID:	
Major:		Class of:	
Select Term:	<input type="checkbox"/> Fall Semester Year: <input type="checkbox"/> Spring Semester Year:		

Course Information:

Course-Section for which waiver is requested:	
Write the Four-Digit Class Number for the Course:	
List all the prerequisites or co-requisites for the course	
I am requesting a WAIVER for the following prerequisite or co-requisite course(s):	

I am requesting a WAIVER for the following reasons:

Student Signature: _____ Date: _____

DEPARTMENTAL APPROVALS:

- _____ Request is approved by Major Department Chair. Prerequisite/co-requisite is waived.
- _____ Concurrent enrollment in course and prerequisite/co-requisite is approved. **Dropping the prerequisite cancels the other course as well.**
- _____ Request is denied . Prerequisite/co-requisite will not be waived.

Major Department Chair Signature of Approval: _____ Date: _____

Concurrence - Department Chair Approval of the Course student is requesting to add:
 Signature: _____ Date: _____