Division of Management, Policy and Community Health
Waiver of a Required MPACH Course

All students who major or minor in an MPACH discipline are expected to meet the course requirements and competencies for their major or minor MPACH degree program. Students may request a course waiver if they have previously completed course(s) that they believe substitute for a required course, or if they have acquired work experience that they believe should provide an exemption from a required course. Students who wish to request an exemption should discuss this possibility with their academic advisor.

If the student has previously completed course(s) that they believe substitute for a required MPACH course, the student must be able to provide satisfactory documentation that demonstrates the comparability of previously completed course(s), the successful completion of those course(s), and fulfillment of the learning objectives for the MPACH course they want to waive.

If the student has acquired work experience that they believe should provide exemption from a required MPACH course, the student must provide documentation of the work experience and demonstrate the comparability of the work experience to the learning objectives of the MPACH course they want to waive.

Both the academic advisor and instructor(s) for the MPACH course must approve of the exemption before the signed waiver form is submitted to Academic Affairs for retention in the student’s records. Please note that a successful exemption does not confer credit hours. Other courses will need to be taken to fulfill credit hour requirements.

Documentation provided to the course instructor(s) and academic advisor in support of the waiver (at least one must be checked):

- [ ] Transcripts documenting relevant course grade(s)
- [ ] Syllabus of the completed course(s)
- [ ] Learning objectives of the completed course(s)
- [ ] Documentation of relevant work experience
- [ ] Other (e.g., work or course products):

Student’s name (please print):

Student’s degree program (check one): [ ] MPH [ ] MS [ ] PhD [ ] DrPH

Student’s Major Program (please print):

Student’s Minor Program (please print):

Academic Advisor (please print):

Course (Title and Number) to be waived:

______________________________  __________________________
Academic Advisor Signature Date

______________________________  __________________________
Course Instructor Signature for Waived Course Date