

LBJ Core Course Waiver Request Form

To request a waiver of a core course, submit this completed form and accompanying documentation to the appropriate faculty Core Course Coordinator for consideration no later than the **last** class day of your first semester in the program. *Detailed Core Course Waiver instructions are available online at: <https://www.utexas.edu/lbj/intranet/forms/core-course-waiver-request-form>.*

Please note that an approved waiver does *not* reduce the total number of credit hours necessary for graduation. Students approved for core course waivers are waiving the specific course requirement, not the total number of hours required for the degree. Students typically substitute an additional elective course in place of the required course that has been waived.

Last Name: _____ First Name: _____ UTEID: _____

Email Address: _____ Date: _____

Core Course to Waive (course number and title): _____

Coordinator's Recommendation: Approved: _____ Denied: _____

Comments:

Substitute Course Department & Course Number (if known): _____

Substitute Course Title (if known): _____

Faculty Coordinator Signature: _____ Date: _____

Graduate Advisor Signature: _____ Date: _____

**Please return completed form to the Graduate Program Coordinator
in SRH 3.104A for processing.**