

(PLEASE PRINT)

**Family Name** \_\_\_\_\_ **Concordia I.D. Number** \_\_\_\_\_

**First Name** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_  
DAY MONTH YEAR

**E-mail** \_\_\_\_\_ **Phone Number** \_\_\_\_\_  
AREA CODE

In order to register for certain courses, students must prove to the University that they have completed all required prerequisites. In these cases, the academic department or faculty (based on the information below) offering the desired course must grant permission for a prerequisite waiver. Courses completed more than ten years ago may not be considered.

Concordia course you wish to take	Concordia prerequisite you wish to have waived	Course on your transcript which you think is equivalent	Institution	Concordia decision	Date coded
<i>Example:</i> Math 205	Math 203	Math 43G	Candor University		

Faculty / School	Contact	Address	Phone
Arts and Science (including Education)	Department*		514-848-2424
John Molson School of Business	Undergraduate Programs Office	S-MB 4.201	ext. 2721
Gina Cody School of Engineering and Computer Science	Student Affairs Office	S-EV 2.125	ext. 3055
Fine Arts	Student Academic Services	S-EV 2.705	ext. 4612

*\*Please consult the University directory for contact information.*

**Please Note:**

1. As most Fine Arts courses are restricted to Fine Arts students, please call the Faculty's Student Academic Services at 514-848-2424 ext. 4612 for further information.
2. All Visiting students must present the prerequisite waiver form to the Student Affairs Office or Department (Arts & Science) of the Faculty offering the course.
3. Any exemptions or course waivers you receive as an Independent or Visiting student will be re-evaluated upon admission to a regular University degree program.
4. Approval of exemptions does not guarantee availability of desired course.

Comments (office use only):

**Requests submitted less than five (5) working days before the final registration date may not be processed in time for you to register for the course.**