SMITH COLLEGE
School for
Social Work

Due Date: **April 1st (or one week after acceptance for entering students)**

PETITION TO WAIVE A REQUIRED COURSE
(1st and 2nd year MSW Students)

If you wish to apply for a waiver of a required course in either first or second summer session, please complete this form and return it to the Office of Academic Support Services by the above due date. The Registrar will forward it to the appropriate Sequence Chair. Please attach materials describing the basis upon which you believe you may be eligible and include an official sealed transcript and documentation such as course outlines, bibliographies, etc. If transcripts documenting prior course work as the basis for this petition are already on file, please check the box below. (You do not need to submit them twice.) The Registrar will communicate all petition decisions in writing.

☐ Transcripts have been sent to Smith College School for Social Work Admission Office.

1. I wish to apply for a waiver of course (include name and number):

_____

_____

_____

2. I have taken the following course(s) at the following institutions:

(course number and title)	(Institution)	(year completed)
(course number and title)	(Institution)	(year completed)
(course number and title)	(Institution)	(year completed)

_____ _____
Student Signature Student Name Class

Address

Telephone

School Use Only:

Transcript Received _____

Approved _____ Denied _____

Chair's Comments _____

_____

_____
Chair's Signature

Return to: Office of Academic Support Services, Smith College School for Social Work, Lilly Hall, Northampton, MA 01063-6318