



NEW ENGLAND

Student Services
40 Avon Street
Keene, NH 03431-3516
Phone: 603-283-2490
Fax: 603-357-7563
Studentservices.ane@antioch.edu

COURSE WAIVER and/or SUBSTITUTION

To earn a degree or certificate all students must meet the exact degree requirements specified for their degree and concentration. Please refer to the AUNE Academic Catalogue (available on the AUNE website) for information on policy and procedures related to degree requirements and course waivers. In order to be exempted from a course or competency area requirement a student must have a written waiver, approved by their academic department, on file in the Registrar's Office. Please note, the waiver of a course does not waive/reduce the overall number of credits required for the degree or certificate. If you are requesting a waiver based on coursework taken at another college or university it may be necessary to provide the evaluator(s) with course descriptions or syllabi documenting the course content.

Steps:

- 1. Refer to the AUNE Academic Catalogue (available on the AUNE website) for information on policy and procedures related to degree requirements, course waivers and course substitutions.
2. Provide all requested information.
3. Sign and date the form.
4. Obtain Academic Advisor and Program Director signatures.
5. Submit completed form to Student Services. (Keep a copy for your records)

Today's Date: Name:

Address: Program:

Student ID: Antioch Email Address:

Are you enrolled at AUNE under a partnership, consortium or some other formal agreement? No Yes

If yes, what is the organization:

Table with 2 columns: Completed by Student, Completed by Faculty Advisor. Includes fields for course title, number, credits, and substitution options.

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Academic Advisor Signature: Date:

Program Director Signature: Date:

