**Petition for Course Waiver/Substitution**

**Name of Student**:

In accordance with the policy of The Graduate School at Northwestern University, course credit is not provided for courses taken at other institutions prior to admission to the Clinical Psychology PhD Program. As such, waivers are not provided. Under certain circumstances, the Director of the program in consultation with the Education and Training Committee will allow a student to substitute a course if he or she has had suitable previous experience or course work in the content area of the required course. In such a situation, the substitute course must be of similar and preferably more advanced content to the substituted course. A maximum of nine (9) courses may be substituted.

Complete the form below to propose a course substitution. Carefully outline the rationale underlying the request and provide course syllabi and/or other supporting materials (e.g., textbooks used, papers written, reading lists) when possible to facilitate a decision by the committee. The form must be signed by the student’s faculty adviser and the instructor teaching the course that is being substituted, and then presented to the Director. If the student’s faculty adviser and the course instructor disagree, the Education and Training Committee will resolve the matter. Submit this petition before the beginning of the required course.

**Required Course for Which Substitution is Sought**

* **Course Title**: Click here to enter text.
* **Course Number**: Click here to enter text.

**Prior Course Covering Content in Required Course** (attached course syllabus)

* **Course Title**: Click here to enter text.
* **Course Number**: Click here to enter text.
* **Institution**: Click here to enter text.

**Course which will be Substituted for Required Course**

* **Course Title**: Click here to enter text.
* **Course Number**: Click here to enter text.
* **Quarter**: Click here to enter text.
* **Year**: Click here to enter text.

**Rationale for Request**: Click here to enter text.

**APPROVALS**:

|  |  |  |  |
| --- | --- | --- | --- |
| Instructor of Required Course | Date | [ ]  Approved  | [ ]  Denied |
| Director of Graduate Studies | Date | [ ]  Approved  | [ ]  Denied |