

**Dickinson State University
Request for Special Consideration and/or Waiver
of a Graduation Requirement**

I, _____ (EMPL ID) _____ hereby request that the following action be taken relative to meeting the graduation requirements as set forth by Dickinson State University.

1. _____ I request that I be granted a waiver of the “minor” requirement for graduation purposes because I have previously earned a/an
 _____ Bachelor’s Degree
 _____ Associate Degree

2. _____ I request that I be granted a waiver of _____ (# of credits) credits for graduation purposes from the required minimum of:
 _____ 64 credits (associate degree)
 _____ 128 credits (bachelor degree)

NOTE: MAXIMUM TWO CREDITS – Applicable for 2012-2014 or 2014-2016 catalogs only.

PER SBHE Policy 409, Associate degrees require a minimum of 60 semester credit hours, bachelor’s degrees require a minimum of 120 semester hours which is the current institutional requirement per the 2016-2017, 2017– 2018 and 2018-2019 course catalogs.

3. _____ I request that I be granted a waiver of _____ (# of credits) credits of the dual degree requirement for graduation purposes from the required minimum of:
 _____ 160 credits (2012-2014 or 2014-2016 catalogs)
 _____ 150 credits (2016-2017 or 2017-2018 catalogs)

NOTE: MAXIMUM 2 CREDITS

4. _____ I request that I be granted a waiver of the “32 hours of upper division classes” requirement. I wish to have _____ (#) credits waived

NOTE: MAXIMUM 2 CREDITS

5. _____ I request that I be permitted to remain under the governance of my initial university catalog while pursuing another:

(A) _____ MAJOR: _____

(B) _____ MINOR: _____

(C) _____ DEGREE: _____

(Specify major, minor, or degree)

6. _____ **OTHER REQUEST:** Please explain your request on the back side of this form as to why it is a reasonable and justifiable request.

Department Chair	Date	___ Approved / ___ Not Approved
Director of Academic Records	Date	___ Approved / ___ Not Approved
Vice President of Academic Affairs	Date	___ Approved / ___ Not Approved

Unofficial copy of student transcript must be attached.