

**NEW MEXICO STATE UNIVERSITY
DEPARTMENT OF COUNSELING AND EDUCATIONAL PSYCHOLOGY**

PETITION FOR COURSE WAIVER

Student's Name _____ Date _____

NMSU's Course Requested to be Waived _____

Title, Department, and Number of Course Considered to be Equivalent to the NMSU Course

Institution Where Taken _____

Date Taken _____ Grade Obtained _____

1. Attach a copy of the original course syllabus (including information regarding required readings, course activities, assignments, examinations, and other relevant data). Attach any other information regarding significant aspects of the course which are not readily apparent from the syllabus. Note that courses taken more than 6 years previously are not normally waived.
2. Submit this material to the Training Director. The Training Director will take all requests to the Counseling Psychology Training Committee. The Committee in consultation with the faculty member who teaches the course will assess if the courses are equivalent. The Training Director will sign the form indicating the Training Committee's decision. If the instructor and Committee disagree regarding the petition, the petition will go to the full department faculty for a vote. In some instances, if it is difficult for the Training Committee to determine equivalency, students may be required to pass an equivalency exam before the course is waived. Students will be given a copy of this form after a decision has been reached.

Course waiver recommended: Yes _____ No _____

Reasoning: _____

Instructor's Signature _____ Date _____

Course waiver recommended: Yes _____ No _____

Reasoning: _____

Training Director's Signature _____ Date _____

Additional Comments/Actions:

Waiver approved _____ Waiver rejected _____