**The Ohio State University**

**PhD in Biostatistics**

**PETITION FOR COURSE WAIVER OR COURSE SUBSTITUTION**

***Course waiver*** means that the faculty accepts prior work by the student as satisfactory to meet a program course requirement. The waiver excuses the student from taking the required course, but does *not* lessen the hours required for graduation. **In effect, a course waiver creates additional elective time for the student.**

***Course substitution*** means that the faculty (instructor) approves meeting a course requirement by taking a course other than the one specified.

The student completes Part I of this form, then presents it and appropriate documentation (e.g., syllabus) to the instructor of the course for which waiver or substitution is requested. The instructor completes Part II and returns the form and supporting documentation (if applicable) to the Graduate Studies Chair for final approval. A grade of **B or higher** is required for any course to transfer to a graduate degree program at Ohio State.

# Part I: Completed by Student

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| Student Name (Last, First): |  |
| OSU ID #: |  |
| Specialization: | [ ] Methodology [ ] Public Health [ ] Undecided |
| Faculty Advisor Name: |  |

**Course for which waiver or substitution is requested:**

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| **Basis for petition:**  If you are requesting a waiver based on past work, describe below why a waiver is appropriate and attach relevant documentation. If you are requesting permission to substitute a different course for a requirement, explain the rationale below and attach relevant documentation concerning the proposed alternative. |
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**Part II. Completed by instructor of required course for which a waiver or substitution is proposed.**

Instructor Approval Instructor Approval with Conditions (specify):

Name of Instructor (print) Signature Date

Signature of Chair, Graduate Studies Committee Date