



## Request for Pre-requisite Waiver Form

### Instructions for Student

1. Any request for a pre-requisite waiver for any Economics course must be submitted using this fillable form.
2. Pre-requisites are not generally waived, and some instructors have a policy of never waiving pre-requisites. However, some students may believe they have taken a course, or a combination of courses, that provides a background matching the listed pre-requisites. In addition, some courses have a pre-requisite statement that says "Or permission of the department." This indicates that the course may be of interest to students with non-standard backgrounds, in which case there is scope for the pre-requisites to be interpreted flexibly.
3. A prerequisite waiver is specific to a course and is valid only for the term for which it is requested.
4. Be sure to fill in the "Reason waiver should be granted" section of the form.
5. If you have a UVic "unofficial" transcript, please attach it.
6. Attach relevant documentation to support your waiver request. This could include, but is not limited to, documentation from universities and colleges, such as:
  - "Unofficial" transcripts
  - Transfer credit documentation
  - Course outlines for courses not available on BCCAT
7. If your request is granted, you accept responsibility for making up specific pre-requisite topics on your own time without help from the instructor.
8. If your pre-requisite waiver request is granted, you may not appeal a grade, defer completion or drop the course after the deadline, based on the fact that you did not have the pre-requisites. Any of these scenarios will require demonstration that your inability to finish the course is due to something other than you not being adequately prepared.
9. Please submit the form and all relevant documentation electronically to the Economics Department ([econdept@uvic.ca](mailto:econdept@uvic.ca)).
10. Please ensure that your email is included on the form. You will be notified via email within two weeks.

