**IMSE Curriculum Variance Request** Rev: 10/25/2024

*Please submit this completed form to your advisor with supporting documentation as needed*

Date: Click here to enter text.

Student Name: Click here to enter text.

Academic Advisor Name: Click here to enter text.

Student ID Number: Click here to enter text.

Term and year of graduation: Click here to enter text.

Current Cumulative GPA: Click here to enter text.

**Purpose of the requested variance request (check appropriate box(s):**

[ ] **32-Credit Waiver**

[ ] **Substitution for a Course:**

[ ] Social Science and Humanities Elective (Will be used as a sequence? Yes [ ]  No [ ]  )

[ ] Management Elective

[ ] Focus Elective ([ ] SE&EM, [ ] Human Factors, [ ] OR&A, [ ] Manufacturing)

[ ] Engineering Topic Elective

[ ] IE Program Elective (for 2025/2026 catalog and beyond)

 ☐ IE Core

☐ **Other Variance** (e.g.; requesting to take IE class online, prerequisite/co-requisite waiver, etc.)

Briefly state variance request…

**Details of variance request and justification**

*For a class substitution; 1) what class do you want to propose (number and title)? and 2) Why is this class suitable as a substitution for a class in your curriculum plan? 3. You must attach documentation such as a syllabus, course description, etc. IF the class you are proposing is an independent study (IE 490), you need to attach an* ***Independent Study Proposal*** *Form. For all other variances, justify your request clearly and concisely and attach appropriate documentation as needed in* ***one PDF file****.*

Enter Justification Details…

**Department Decision:**

 [ ]  Approve [ ]  Disapprove Initials: Click here to enter text. Date: Click here to enter text.

Notes…

**Attachments**: