

# COURSE DESCRIPTION WAIVER FORM

York University, Office of Admissions

The submission of institutionally prepared\* course descriptions for the assessment of transfer credit is a requirement of the application process for admission to undergraduate studies at York. Course descriptions may provide important information related to possible credits that may be assigned for individual courses, or the academic content that a program or department requires when determining if courses/studies are similar enough to assign specific York exemptions or waivers in order for these courses to satisfy specific degree requirements.

In the absence of institutionally prepared course descriptions, candidates may be reviewed for potential transfer credits, however, they will not be eligible for specific course exemptions or waivers.

I acknowledge and accept that transfer credit may be granted based on official transcript information, but without course descriptions, courses or studies may not be reviewed, at this time or at any future date, for the assessment by programs or departments for specific course exemptions or waivers.

Please complete the information requested below:

Name: \_\_\_\_\_  
(Please print your full name)

Student Number: \_\_\_\_\_

Please print the full name and address of any and all recognized/accredited institutions for which you will not be presenting course descriptions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I accept and agree to the above stated policies regarding transfer credit consideration:

\_\_\_\_\_  
Signature Date

- \*Institutionally prepared course descriptions include the following options:
- university/postsecondary calendars or photocopied course descriptions;
  - university/postsecondary syllabi;
  - specific university Web site and/or provide URL for course descriptions;
  - typed or handwritten by the student AND stamped/approved by the institution;
  - where applicable, course descriptions meeting the above criteria but presented in a language other than English or French may be translated by the applicant; however, the original language course descriptions must accompany the translated copies.