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## COOP 500 / 600

### FOUNDATIONS FOR ACADEMIC AND PROFESSIONAL INTEGRATION

#### REQUEST FOR WAIVER FORM

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While Cooperative Education – COOP 500 / 600 – course waivers are not common, the reality is that there may be unique or specialized cases that could exempt a student from having to register for this course:

- A. Completion of an equivalent course at a prior post-secondary institution within the last **TWO** years. At minimum, the course must be listed on the official transcript. The Director of Cooperative Education will assess the validity of the equivalency to determine and confirm the waiver.
- B. If a student has already worked for a company in the U.S.A. for a minimum **ONE** year period prior to joining the Cooperative Education program. The student will be required to provide a resume and documentation supporting their request.
- C. If a student has already worked internationally for an American based company for a minimum **ONE** year period prior to joining the Cooperative education program. The student will be required to provide a resume and documentation supporting their request.

It should be noted that this waiver pertains **only** to COOP 500 / 600 – Foundations for Professional & Academic Integration. No waivers will be provided for COOP 510 / 610 under any conditions – no exceptions.

Please provide a brief explanation as to **why** you should be given an exemption for COOP 500 / 600 **and** then attach the supporting documentation to this document to support your case.

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Rationale for Exemption:

Finally, waiver exemptions must be requested in **advance** of registration.

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Signature

Date

Sean C. Farrell  
Director of Cooperative Education