

**Full Semester Seminar Waiver Request**

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This form is to be completed when a student is requesting a waiver of semester long seminar attendance due to other conflicts.

Student Name \_\_\_\_\_

Date of Request \_\_\_\_\_

Semester/Year \_\_\_\_\_

Please explain your reason for submitting a request for waiver of the seminar requirement. You may attach a separate sheet if additional space is needed:

Student Signature \_\_\_\_\_

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Decision



Waiver Granted



Waiver Denied

Department Head Signature \_\_\_\_\_ Date \_\_\_\_\_

Comment \_\_\_\_\_

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**Graduate Student Seminar Policy**

All full-time, joint degree and ABD students are required to register for and attend Graduate Seminar (12-794) each semester. Part-time students will register for seminar at the discretion of their advisor. Attendance is required as follows:

- CEE Department Seminars – MANDATORY for all graduate students
- CEE Professional Development Seminars - MANDATORY for all graduate students
- Research Group Seminars – Mandatory for PhD students and research MS students

Students will be given attendance credit for the Department and Professional Development semesters as long as they attend a minimum of four sessions in the semester. PhD and Research MS students must attend research group seminars in addition to the Department and Professional Development seminars.