

Petition to Opt Out of Course Materials

Submit completed form to Student Services Office-Posner Hall Room 150

Please Type or Print:

STUDENT NAME: _____
Last First Middle

ANDREW ID: _____ PROGRAM: _____ DATE: _____

SEMESTER

& YEAR

COURSE NUMBER

SEC

UNITS

CLASS TITLE

INSTRUCTOR

NOTE: Current registration is required in the above course in order for an opt-out request to be approved.

Please carefully review the following statements, and check the boxes to agree to the stated terms.

- I would like to opt out of course materials cost associated with the above listed course. I understand that I am able to purchase the business case studies or materials on my own, but I will not be eligible to use the discounted rates available for purchases made through the university. I understand that once I submit this form, I will be advised of the amount of credit I will receive on my student account and that if I want to move forward with this opt-out request, I understand that I must submit a detailed receipt for the purchase of the same required course materials for which I am requesting the opt-out. I understand that receipts that do not provide enough information to determine that the charge is for the same course materials for which I am requesting the opt-out will be denied.
- I agree to abide by all applicable copyright laws associated with any related business case studies or materials. I understand that I am subject to both University penalties and criminal penalties if I make unauthorized copies of copyrighted materials.
- I agree to return all business case studies or materials that were provided by the Tepper School immediately to the Tepper School Student Services Office. I understand that the fee will not be credited to my student account until I return all course materials for the course listed above to the Tepper School Student Services Office.

Student's Signature

Date

Office Use Only:

- Petition accepted pending copy of receipt as indicated above.

Amount to be credited to university student account \$ _____

- Petition denied for following reason: _____

Academic Services Signature

Date