



Departmental Petition Form 04

Petition for Waiver or Course Substitution regarding Pro-Seminar II (Soc 202B)

In preparation for filing a General Petition for an exemption from Pro-Seminar II, follow the instructions of this form.

Indicate the relevant exemption:

[] Waiver of Coursework (From: *General Petition Form, Graduate Division*)

Graduate courses taken toward a graduate degree at another institution cannot be transferred for credit toward a Ph.D. degree at UCI. However, a course requirement may be waived if a similar course was taken at another institution. Waived courses reduce the number of courses required to fulfill the Ph.D. degree. The General Petition should be used for all requests for waivers of coursework. To obtain a waiver, the academic unit should submit a full description of the course including a syllabus and a copy of the student's transcripts along with the Petition to the Graduate Division for review and approval.

[] Course Substitution (From: *General Petition Form, Graduate Division*)

A student who has taken relevant graduate courses at UCI may petition to have a specific course certified as equivalent to one that satisfies UCI requirements. The petition should describe the two courses and the student's prior course work.

Gather the following materials:

1. The syllabus of the course that supports a Waiver OR a Course Substitution
2. A Pro-Seminar II syllabus
3. An unofficial copy of a transcript from the previous institution (for Course Waiver only)
4. An unofficial copy of a UCI transcript
5. The Ph.D. Worksheet

Once you have these materials together, obtain the signature of your advisor on this form, sign it, and submit the form and materials to the Department Manager.

Student's signature: _____

Date: _____

Advisor's approval/signature: _____

Date: _____

Graduate Director's signature: _____

Date: _____

Recorded by _____

Date: _____

Background: Ph.D. students are required to take 9 basic required courses: (1) Soc 202A, (2) Soc 202B, (3) Soc 210A, (4) Soc 210B, (5) Soc 220A, (6) Soc 221A, (7) Soc 221B, (8) Soc 221C, and (9) an Advanced Sociological Methodology course. In addition, students are required to take 9 sociology seminars as electives. These 18 courses are required for advancement to Ph.D. candidacy.