



FACULTY OF ARTS
PROGRAMME CONCESSION
REQUEST FORM

AR-35

This form **cannot** be used to request an enrolment. You should only use this form if...

- (i) you are an Arts student (undergraduate or postgraduate);
- (ii) you are requesting a Calendar regulations waiver to complete a major/minor/plan or degree having consulted with the relevant Adviser or Head of Disciplinary Area; and
- (iii) the concession you are requesting does not relate to General Education (please use an AS-81 instead).

Section A: Personal Details

Student ID Number	Username
Surname	Given Name
Programme (e.g. BA)	Plan (e.g. Drama)

Section B: Concession Requested

Calendar Reference	Year		Page		Reg#(s)	
Description of Request (e.g. "Request to waive without credit the requirement for EUROPEAN 100 in the French major of the BA.")						
Reason for Request Why is the request necessary and why should the Disciplinary Area & Faculty support it? Please attach additional pages as necessary.						

Section C: Discipline's Support – UG/PG Adviser or Head of Disciplinary Area to Complete

If you support the student's programme concession request for the reasons outlined above, please sign below.

Name	Comments		
Position & Discipline			
Signature			
Date			

Section D: Student Declaration

I request the concession outlined above. I understand that programme concessions are granted in exceptional circumstances only, and that all requests are subject to assessment by the Associate Dean (Students).

Signature	Date
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Please forward completed form on to the Arts Students' Centre for assessment and processing.

ARTS STUDENTS' CENTRE USE ONLY

Decision and Comments of Associate Dean (Students)	Processing Stamps
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