

Conditions of Admission
Request for Exception

The purpose of the form:

- To request an exception to the condition(s) outlined in the offer of admission.
- This form should be completed by the department or program office.
- Submit a hard copy of the completed form to the School of Graduate Studies, Admissions Team – GH, 212.
- All forms should be completed in accordance with the regulations outlined in the Calendar of the School of Graduate Studies.

STUDENT INFORMATION

FIRST NAME		FAMILY NAME		STUDENT NUMBER	
FULL-TIME		PROGRAMME		DEGREE	
PART-TIME					

Type of Request

Exemption:

- English Language Proficiency
- Official Documentation/Transcripts
- Bachelor's Degree Completion
- Master's Degree Completion
- Official Translations of Transcripts

Notes:

- Please indicate the rationale for the request within the statement on page 2.
- Attach supporting documents as applicable.
- Requests for an extension to the condition clearing deadline should be made using the "Request for Extension" form available on the School of Graduate Studies website.

STATEMENT BY GRADUATE CHAIR / GRADUATE ADVISOR / DIRECTOR

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DATE		PRINTED NAME		SIGNATURE	
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REVIEW AND DECISION OF THE SCHOOL OF GRADUATE STUDIES

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DATE		PRINTED NAME		SIGNATURE	
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