

Human Resource Management Department
Master's in Human Resource Management

WAIVER APPLICATION

Students that have not been admitted with a condition, that have prior course work, may waive or transfer* up to 18 credits for selected required courses if:

1. **They have taken substantially similar courses elsewhere OR**
2. **They pass an examination.**

Students wishing to waive HR Decision-Making: Data-Based Decisions are required to take an examination in the **first semester** in which they are admitted.

●To waive a course on the basis of having previously completed equivalent course work, students must produce evidence that the course has been completed with **a grade of B or higher** and that the course was taken *within five years preceding admission*. Students submit this complete form and must enclose the supporting material indicated at the end of the form.

●To waive 533:542 on the basis of an examination, provide the information requested below. An appropriate college level examination will be given if your request is approved.

NAME _____ DAYTIME PHONE # _____

RUID# _____ EMAIL _____

I wish to apply for waiver of the following course(s):

533:540 HR Decision-Making: Financial Decisions

Title of Course Previously Taken: _____

Course Number and Name of Previous Institution:

533:542 HR Decision-Making: Data-Based Decisions (exam only...must test out in your first semester of admission)

Title of Course Previously Taken: _____

Course Number and Name of Previous Institution:

*For transfer of previous course credits, please consult with the MHRM Student Advisor



533:565 Economics and Demographics of Employment Relations

Title of Course Previously Taken: _____

Course Number and Name of Previous Institution:

533:566 Employment Law

Title of Course Previously Taken: _____

Course Number and Name of Previous Institution:

533:580 HR Strategy I: Introduction

Title of Course Previously Taken: _____

Course Number and Name of Previous Institution:

533:590 HR Strategy II: Business Functional Areas

Title of Course Previously Taken: _____

Course Number and Name of Previous Institution:

Supporting Documentation

- Provide a transcript which includes the course(s) previously taken or make notation that a copy is on file with us: _____

- Provide information about the course such as a class outline or syllabus (highly preferred) and the titles of textbooks used in the course. Catalog descriptions do not provide sufficient information and should not be presented as supporting documentation.