WAIVER OF HONORS ELIGIBILITY REQUIREMENT

Students seeking a waiver of the 3.5 Texas A&M cum GPR honors eligibility requirement to be enrolled in an honors course may submit a “Request for Waiver of Honors Eligibility Requirement”.

GUIDELINES

- Waivers to remain in honors course(s) without meeting honors eligibility requirements are generally granted for only one semester during a student’s undergraduate years.
- In reviewing this request, Texas A&M’s Honors Programs office will consider the following issues:
  1) Has the student identified why his/her Texas A&M cum GPR has fallen below 3.5?
  2) Has the student explained what s/he will do to raise that cum GPR to a 3.5 or higher by the end of the coming semester?
  3) Is the student making good progress toward graduating with an honors distinction?
  4) Is it mathematically possible (and academically probable) for the student to raise her/his Texas A&M cum GPR to a 3.5 by the end of the coming semester?

PROCEDURE

- You must submit a statement (Justification for Waiver) outlining the reasons for your request.
- After completing the top portion of the waiver form, take it to the professor of the honors course for his or her review. Contact the professor as soon as possible, via e-mail, phone, or fax.
- If the professor endorses your waiver request by signing the form, you must submit the form to his or her department head for review and possible endorsement (signature).
- After all required signatures have been obtained, submit the form to Texas A&M at Galveston Honors Program office (Rm. 711 Sea Aggie Center).
- When a student with a Texas A&M cum GPR below 3.5 seeks to remain in more than one honors course, the student must submit a separate waiver form for each honors course.

DEADLINE

The deadline to submit a completed “Request for Waiver of Honors Eligibility Requirement” form to the University’s Honors Program office is **5pm on the 15th class day**.

State law requires that you be informed of the following: (1) you are entitled to request to be informed about the information about yourself collected by use of this form (with a few exceptions as provided by law); (2) you are entitled to receive and review that information; and (3) you are entitled to have the information corrected at no charge to you.

REQUEST FOR WAIVER OF HONORS ELIGIBILITY REQUIREMENT

Please Print Legibly

Name: ___________________________ UIN: ___________________________ Major: ___________________________ College: N/A

E-Mail Address: ___________________________ Phone: ___________________________

Local Mailing Address: ___________________________ City ___________________________ State ___________________________ Zip

Semester and year entering Texas A&M: ___________________________ Anticipated Graduation Date: ___________________________

Classification: ___________________________ Cum GPR: ___________________________ A&M Honors Hours (#) Completed: ___________________________

List the “Graduation with Honors” distinction(s) that you want to achieve: Galveston Honors

This application must be filled out in its entirety and all required signatures must be obtained before it is submitted to Texas A&M’s Honors Programs office.

List the honors course in which you seek to remain enrolled: Course Title: ___________________________ Course ID (e.g. CHEM 101/200): ___________________________

Justification for waiver request:

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Please read and sign the following statement: My cumulative GPR has fallen below 3.5; therefore, I am requesting a waiver of the honors eligibility requirement in order to remain in the course listed above. I understand that the endorsement of the professor and his or her department head is necessary, but that those endorsements do not guarantee that I will be granted this waiver. I understand that the University’s Honors Programs office will make the decision to approve or deny my request. I understand that this waiver request must be on file in the Honors Programs office prior to 5pm on the 15th class day.

________________________________________

Student Signature ___________________________

Date ___________________________

PLEASE CONFIRM THAT THE TOP SECTION HAS BEEN COMPLETED BEFORE SIGNING

ENDORSEMENTS

The student has completed, and I have reviewed, the above information. I support this request.

HONORS PROGRAMS OFFICE USE ONLY

____ Approved ______ Denied ___________________________ ___________________________

Honors Program Designee ___________________________ Date ___________________________