



Request for Exemption Form

Summer 2009 & forward - Rev. 4/10/2009

Name _____ Student ID # _____

Day phone _____ email address _____

Mailing Address _____

I have completed business coursework at an accredited university, earning a B or better in the appropriate courses, within the past seven years. I have attached the required documentation* and am requesting to be exempt from the following Foundation Core Courses:

_____ B ADM 500 (business law and ethics)

_____ B ADM 501 (You must have successfully completed at least one course in each of these subjects to qualify for the exemption: economics, accounting, and finance)

_____ B ADM 502 (You must have successfully completed at least one course in each of these subjects to qualify for the exemption: management, marketing, and operations management)

_____ B ADM 503 (quantitative analysis/statistics)

Signature

Date

* Attach a copy of your transcript with the applicable courses highlighted. Unless the courses were taken at Penn State University, you must also attach a syllabus or a description of each course that qualifies you for an exemption. See the Exemption Guidelines in the MBA Student Handbook for information about exemptions from Foundation Core Courses. You can view the Handbook at: <http://www.pserie.psu.edu/admissions/mba/StudentHandbook.pdf>.

NOTE: Requests and supporting documentation should be submitted in person or via postal mail. Faxes or electronic copies will not be accepted or evaluated. Please submit within two weeks of starting the MBA Program.

Submit the form to:
Dr. Al Warner, MBA Director
Black School of Business – 228 REDC
5101 Jordan Road
Erie, PA 16563