

Requesting a Prerequisite Waiver for an Interdisciplinary Management Course (IDM)

1. The student may download and/or print off the “Departmental Permission Form” from the Asper Undergraduate Program web site:
<http://umanitoba.ca/asper/programs/undergraduate/academic-matters.html>
2. The student must complete Section A. of the form.
3. The student must email their entire grade history (e.g. Aurora web transcript) along with the Departmental Permission Form to Associate Dean Robert Biscontri R.Biscontri@umanitoba.ca and copy the IDM Administrator, Wes Gerbrandt Wes.Gerbrandt@umanitoba.ca on the email.
4. The student must e-mail Associate Dean Robert Biscontri with the details of the request and why they think they are justified to have the waiver. ****NOTE: The subject line of the email should read as follows: “Prerequisite Waiver.”

Send the email to: R.Biscontri@umanitoba.ca

5. Associate Dean Robert Biscontri will read the student’s e-mail, look at the student’s academic history, and decide whether or not the prerequisite waiver is granted. If the prerequisite waiver is granted, Professor Biscontri will sign the Departmental Permission Form.
6. Professor Biscontri must be the one who signs all Departmental Permission Forms for Interdisciplinary Management (IDM) courses.
7. It is the student’s responsibility to follow-up with Professor Biscontri or IDM Administrator Wes Gerbrandt to determine whether or not the prerequisite waiver has been granted.
8. The IDM Administrator Wes Gerbrandt will email the signed Departmental Permission Form back to the student, who will be responsible to email the signed form to the Program Advisor in their home faculty (the signed form for **Asper students** will be emailed to the Asper Undergraduate Program Office b_comm@umanitoba.ca).

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