

Work Placement Waiver/Experience Form

A. Type of Request (please select one):

Initial Request

Employment Terminated

Readmission to HU

Other: _____

Change of Education Level

B. Student Information:

First Name:

Last Name:

Student ID#:

Visa Status (if applicable):

HU Program of Study:

Address:

City:

State:

Zip:

C. Statement: (This field CANNOT be left blank.)

Describe how any prior work/education/life experience or training is related to your HU Program of Study or program goals. Additionally, provide any plans for future career goals or placement in related industry below. *Examples may include items such as a prior degree, certificate, training course, a previous job, and/or a career-specific goal such as a desired job position, etc.*

D. F1 Students Only (check all boxes):

I currently do not have work placement and request a waiver for the required work placement for part or all of my current degree program as determined by my personal circumstances.

If I change my education level, I understand that I must submit an updated Work Placement Waiver/Experience Form based on the new Program of Study.

If I gain employment during my enrollment, I understand that I must submit the Academic Work Placement Form to update my work placement status with HU.

I understand that I am not permitted to work in the U.S. without work authorization on my I-20

E. Signature:

Please provide a handwritten or electronic signature below and today's date. (**Typed signatures are not accepted.**)

Student Signature:

Date:

F. Form Submission (Please confirm each of the following):

I have completed this form in its entirety and understand that if I left any fields blank, it will delay the processing of my request.

I have included sufficient details about my prior work/education/life experience and/or training that is related to my HU Program of Study.

I have included either a handwritten or electronic signature. Typed signatures are not accepted.

Please return completed and signed form to Records and Registration at <https://reghelp.harrisburgu.edu>.

Please allow 3-5 business days for a response.

For HU Records & Registration Use Only:

Date Received:

Staff Signature:

Date Approved:

Updated on Student Record:

Comments: