

## GRE Waiver Request Form

For the purposes of granting a waiver of the GRE requirement as a component of the application for admission to the master's degree or certificate programs in the Graduate School of Political Management, relevant experience is defined as follows:

**A minimum of three years of full-time (35 or more hours per week), professional, management-level experience that includes some combination of program responsibility, independent decision-making authority, official high-level outside contacts, budgetary responsibility and/or supervisory authority. For the Public Relations program the experience must be in a professional public relations capacity. "Relevant work experience" does NOT include internships, volunteering on a campaign, receptionist duties, or clerical responsibilities.**

Waiver Request:

I am requesting a waiver from the GRE requirement for my application to The Graduate School of Political Management at GWU. I am requesting this waiver based on my professional experience and based on my undergraduate GPA which is \_\_\_\_\_.

I am applying for the following program for the intended entry term:  Spring  Summer  Fall Year \_\_\_\_\_

- |  |  |
|--|--|
| <input type="checkbox"/> Political Management Master's Degree        | <input type="checkbox"/> Strategic Public Relations Master's Degree        |
| <input type="checkbox"/> Political Management Master's Degree Online | <input type="checkbox"/> Strategic Public Relations Master's Degree Online |
| <input type="checkbox"/> Legislative Affairs Master's Degree         | <input type="checkbox"/> Public Relations Graduate Certificate             |
| <input type="checkbox"/> Community Advocacy Graduate Certificate     |  |

### I am including the following required documents:

1. Current resume describing the dates, locations, and circumstances of the qualifying experience;
2. Statement (350-400 words) describing in detail the nature, duties, and duration of qualifying experience, including my direct supervisor along with current contact information.
3. Bachelor's degree transcript from an accredited institution of higher learning.

Name \_\_\_\_\_ Date \_\_\_\_\_

E-mail Address \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Signature \_\_\_\_\_

E-mail scanned copies of GRE waiver documents to [cpsgspm@gwu.edu](mailto:cpsgspm@gwu.edu). To protect your privacy, please cover any personal information, such as Social Security numbers, with correction fluid or permanent marker before sending documents by e-mail.

Or, fax GRE waiver documents to the College of Professional Studies Admissions Office 703-299-4144.

For GSPM Use Only:

Waiver  Approved  Denied Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Comments:

## Things to know about applying for the GRE Waiver

- The waiver option is designed to help those applicants who have been out of school for some time and whose professional experience gives The Graduate School of Political Management a measure of their capabilities that adequately substitutes for the GRE.
- The great majority of applicants will continue to take the GRE as part of their application process.
- **You should submit your waiver request as early as possible, before preparing the remainder of your application documents.** The waiver decision is made independent of and prior to the review of the application for admission. You will know within two weeks of submitting your waiver request documents whether or not to plan to take or report GRE scores.
- E-mail scanned copies of GRE waiver documents to [cpsgspm@gwu.edu](mailto:cpsgspm@gwu.edu) . To protect your privacy, please cover any personal information, such as Social Security numbers, with correction fluid or permanent marker before sending documents by e-mail. Or, fax GRE waiver documents to the College of Professional Studies Admissions Office 703-299-4144.
- Applicants whose request for waiver is denied cannot apply for conditional admission in anticipation of taking the GRE in the future.
- If your GRE waiver request is denied, you may enroll in up to three courses or nine credits as a non-degree student while you prepare for and take the GRE. For more details about this option, see the information for non-degree seekers online at [www.gspm.gwu.edu](http://www.gspm.gwu.edu) .