Guidelines for use of the Take 21/22 Voucher

- The course(s) can be taken no earlier than the quarter prior to your graduation and no later than one year or four quarters after graduation. This voucher can only be used for courses beyond MBA course requirements.
- Take 21/22 vouchers cannot be used to audit a course or retake a course to improve a grade.
- Transferred, retaken courses or courses for which you received a non passing grade; cannot be included in the 20 course requirement for the Take 21/22.
- The grade you receive will be included in your cumulative grade point average.
- If you withdraw after the second week of classes, a grade of "W" or "WE" will appear on your official transcript.
- If a course is oversubscribed, students using a Take 21/22 voucher will have the lowest priority.
- You must present your Take 21/22 voucher when you register for the class, or within the first two weeks of the quarter. Vouchers submitted after that time cannot be considered.
- Take 21/22 vouchers are only valid for Simon School MBA (does not apply to PhD courses) courses.
- Take 21/22 courses may be counted toward concentration requirements.
- Take 21/22 courses may be used to maintain full-time status prior to program completion.
- MGC Communicating Business Decisions courses do not count toward your 20 course requirement.
- You must have a cumulative GPA of 3.0 or above.
- Use a separate form for each course.
- Take 21/22 courses do not count toward financial aid eligibility. Free courses may affect your financial aid package. You must obtain approval from the Financial Aid Office to confirm that your loans will not be affected.

Student Name: _________________________________________________

Please print Last First

Student signature (required): __________________________________ UID#: ______________________

Program: __________________________ Email: __________________________

Were you ever enrolled in a Master of Science program at the Simon School? Yes_____ No_____

Quarter in which I will finish my program requirements: □ Fall □ Winter □ Spring □ Summer

I am registering for my last quarter prior to or with within one year after my graduation from the Simon School. At the end of this quarter, I will have completed at least 20 three or four credit hour courses and am therefore eligible to receive the 21st/22nd course(s) tuition-free. I understand that if I change my registration such that I will not complete at least 20 paid three or four credit hour courses by the end of the quarter, I will no longer be eligible for this opportunity. Any grade I receive in the course will be included in my cumulative grade point average. If I drop the course after the first week of classes, a “W” will appear on my official transcript. The Take 21/22 voucher may not be used to repeat a course. I also understand that if the class is oversubscribed, I may be required to withdraw.

I agree to the above terms and would like to take _________ / _______.

(course number) (section) (course title)

as my □ 21st or □ 22nd course during the: Fall _____ Winter _____ Spring _____ Summer _____

Financial Aid Office Approval __________________________ Date_____________

Registrar’s Office use only:

Date received ______ Eligibility Verified ____ Ack. Email ____

Course Entered ____ Student Notified ____ Bursar/IT/Mail Notified ____