

Forms, Policies and Procedures:

These are forms you may need as you progress through your degree. If you have any questions, please contact your advisor at ksradvisors@ualberta.ca.

Deferred Final Exam Form:

If you were not able to write your final exam and would like to apply for a deferred exam, please submit this [deferred exam request form](#). Deferred exams are not granted automatically and will be considered on a case-by-case basis. You must provide adequate documentation to support your request. If you have any questions please email ksradmissions@ualberta.ca.

Major/Minor Forms:

Declare or change major in the BKin program by submitting this [form](#).

Submit a proposal for an Individualized Major in the BKin program by submitting this [form](#).

Declare or change minor in the BKin/BEd Secondary Route program by submitting this [form](#).

Declare an optional minor in the BARST program by submitting this [form](#).

Embedded Certificates:

Apply for the embedded [Certificate in Aboriginal Sport and Recreation](#) by submitting this [form](#).

Apply for the embedded [Research Certificate in Kinesiology](#) (BScKin and BKin students) by submitting this [form](#).

Registration Forms:

Submit this [form](#) to ask permission to take a course at another institution for credit while in the Faculty of Kinesiology, Sport, and Recreation.

If you would like to take more than 18 credits in a Fall or Winter term, or more than 6 credits in a Spring or Summer term, submit this request [form](#) for consideration.

If you think you have completed the prerequisite or corequisite for an **activity course** based on previous certifications or experience, you may submit this [waiver request form](#) for consideration.

If you think you have completed the prerequisite or corequisite for a **theory** course based on previous coursework completed, you may submit this [waiver request form](#) for consideration.

Program Forms:

If you would like to take a break from your program for a period of 12 months and reserve your spot in the program, please submit this Leave of Absence request [form](#).

If you would like to request an exception be made to your program requirements, please submit this [form](#) for consideration.

Additional Resources

Please contact your advisor (ksradvisors@ualberta.ca) for information on when to use these forms:

Information Disclosure

- [Disclosure Consent Form \(PDF\)](#)
- [Non-Disclosure Form \(PDF\)](#)
- [Permission to Release Transcripts \(PDF\)](#)

Appeal Policies and Procedures

- [Undergraduate Appeals Policy \(PDF\)](#)
- [Request for Formal Appeal \(PDF\)](#)
- [Request for Formal Practicum Intervention Appeal \(PDF\)](#)
- [Request for Re-Appraisal of a Final Examination \(PDF\)](#)
- [Request to Review a Grade or Practicum \(PDF\)](#)