Request for Exception

Student Name: ____________________________________________
Student ID#: ____________________________________________
Program Major: ___________________ Degree: (CERT/DIP/AAS/AS/AA) Catalog Year: ______
Current Semester: ________________ Semester Substitution Made: __________________

EXCEPTION FOR:  ❑ Technical Course  ❑ Liberal Arts & Sciences Course
❑ Change catalog year from:_________ to:_________
❑ Substitute one course for another:
  Required course:_________________________ Substituted course:_________________________
  Required course:_________________________ Substituted course:_________________________
  Required course:_________________________ Substituted course:_________________________

Explain how this substitution meets program requirements:
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Student Signature:__________________________ Date: __________
Academic Advisor Signature:__________________________ Date: __________
Recommend? Yes ❑ No ❑ Explanation ____________________________________________________________

Dean Recommendation (attach additional pages as needed)

Signature: ________________________________ Date: __________
Recommend? Yes ❑ No ❑ Explanation ____________________________________________________________