



Curricula Exceptions Record Justification Form

This form constitutes official university approval of an exception to the AUIS curriculum, as authorized by the Department Chair and the Registration and Records Office for a particular student. Effective November 2013, no curricula exceptions will be granted without the completion of this form. Without completed form, the student's Academic Catalogue requirements are definitive and final.

Student Name..... Student ID

Major Current Semester.....

GPA:

Credit Earned:

To be completed by the Department Chair:

Please check box of granted exception and then write in details:

☐ **Change a Pre-requisite to Co-requisite**

Course 1: Pre-Req to Co-Req

☐ **Waive a Prerequisite**

Course 1: Waived Pre-Req.....

☐ **Substitute a course for another**

Course 1: Substitute Course.....

Justification (Department Chair):

Date:

Department Chair's Name and Signature

VPAA Signature

Processed by