

Graduate Degree Plan Exceptions Form

Select a Program: _____

Student's Name: _____ Student's Email: _____

Banner ID: _____ Degree Plan Catalog Year: _____ Graduation Term: _____

Required: A memo of explanation and degree plan is required for each type of exception.

Exception (Please Check)

Substitution of one TAMU-CC course for another TAMU-CC course
 Provide **course syllabi** including competencies for the original required course and the substitution course.

Transfer Course from
 Provide the **catalog description** that supports this request
 Provide **course syllabi** including competencies comparable with required course (if available).
 Provide **transcript** from regionally accredited university or college.

Directed Independent Study: Degree Planner exception **only**
 Note: A DIS that is a Degree Planner exception is one that will be a substituted for a specific course on the Degree Plan.
 Provide **course syllabi** including competencies for the original required course and the proposed DIS.

Other: _____

	Required Course (Prefix, Number, Title)	SCH	Substitution Course (Prefix, Number, Title)	SCH	Grade	Semester (Anticipated unless transfer course)
1.						
2.						
3.						
4.						

 Student Signature Academic Advisor Review Signature

Approved By:

 Faculty Advisor Signature Type Name Department

 Program Coordinator Signature (If Required) Type Name Department

 Department Chair Signature Type Name Department

 College Dean Signature Type Name College

Complete this Form. Upload to [CGS website](#) to be routed for signatures. **NOTE: Final approval for degree plan exceptions resides with the College of Graduate Studies.** Contact CGS with questions 361.825-2174.

For College of Graduate Studies Use Only:

CGS Approval _____ Entered in DegreeWorks _____
 Entered in Spreadsheet _____ Entered in Banner _____