

Degree Audit Exception Request

This form can be filled out with Adobe Acrobat and then printed for signatures.
Incomplete forms will not be processed and will be returned.
Any questions may be directed to 979-845-1089 or degree-audit@tamu.edu.

Please submit this form through the appropriate AOC Dean for approval. Once complete, the signed form may be delivered to the General Services Complex suite 1501, faxed to 979-845-0727, or sent via campus mail to MS 0100.

Name: _____

Student ID Number: _____

Program Code: _____

Catalog Term: _____

Is this request due to advisor error? (Required)

Yes No

This is a request to: (Please check all that apply.)

Add a minor after the student has applied for graduation. Minor: _____

Remove a minor after the student has applied for graduation. Minor: _____

Change a student's curriculum after the student has applied for graduation.

Please fill out all applicable fields for this curriculum change.

Change Degree Type to: _____ Change Major to: _____

Change Catalog Term to: _____ Change Option to: _____

Waive a C or Better requirement in the student's degree evaluation.
Area: _____ Rule: _____ Course: _____

Reinstate a student's graduation application that was cancelled due to advisor error.

Rationale: (Required)

By signing this form you acknowledge that the student has been informed about these changes to their student record.

Academic

Advisor: _____ Date: _____
(Printed Name) (Signature)

AOC

Dean/Dean

Designee: _____ Date: _____
(Printed Name) (Signature)