

## 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](mailto: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)