



Graduate Student Request for Academic Exception

Any exception to the academic regulations, which apply to students at Concord University must be requested in writing and will not be considered unless substantially justified. The student will initiate such a request through the Office of the Provost and Vice President for Academic Affairs. Action taken on this request will be sent to the student, the student's adviser, and other appropriate persons.

Student ID Number _____ **Date** _____

Name _____

Email _____ **Phone** _____

Approximate Grade Point Average _____

Graduate Program/Specialization _____

Request: _____

Justification for Exception: *(Attach supporting documents where appropriate).*

Note to Student: Secure the signature and recommendation of the following college officials as indicated, then return the form to the office of the Provost and Vice President of Academic Affairs.

		Approval Recommended	Approval <u>NOT</u> Recommended
<input type="checkbox"/>	Course Instructor(s) _____		
	Last Date Student Attended Or Accessed Blackboard for The Class In Question: _____		
	Grade earned if applicable _____		
	Comments _____		

		Approval Recommended	Approval <u>NOT</u> Recommended
<input type="checkbox"/>	Graduate Advisor _____		
	Comments: _____		

		Approval Recommended	Approval <u>NOT</u> Recommended
<input type="checkbox"/>	Graduate Program Coordinator _____		
	Comments: _____		

		Approval Recommended	Approval <u>NOT</u> Recommended
<input type="checkbox"/>	Dean of College _____		
	Comments: _____		

		Approval Recommended	Approval <u>NOT</u> Recommended
<input type="checkbox"/>	Dean of Graduate Studies _____		
	Comments: _____		

		APPROVED	DISAPPROVED
<input type="checkbox"/>	Provost _____		
	Comments: _____		
