

Thomas J. Watson School of Engineering and Applied Science
Audit Exception Form

Instructions for Department: Use this form to approve exceptions to the standard major requirements for individual students. These can include course substitutions, course waivers, a reduction of required credits in a given area, etc.. These exceptions must be approved at the department level before being submitted to the Watson Advising Office for processing.

Last Name _____ First Name _____

Student B-Number _____ Your Catalog Year _____
(The year you started at Binghamton University)

Department or Major _____ Major Code _____
*(BE – 273, COE – 297, CS – 170, EE – 266,
ISE – 267, ME – 268, EDD – 229)*

Degree Works or DARS

I. CHANGE REQUESTED FOR:

Course Substitution Original Course(s) Substitute(s)
Required _____ Allowed _____

Waive Required Course(s) _____

Waive Hours (Amount) _____

Faculty Advisor Name – Print or Type: _____ Extension _____

Signature _____ Date _____

II. CHANGE REQUESTED FOR:

Course Substitution Original Course(s) Substitute(s)
Required _____ Allowed _____

Waive Required Course(s) _____

Waive Hours (Amount) _____

Faculty Advisor Name – Print or Type: _____ Extension _____

Signature _____ Date _____

This section for the Watson Advising Office

PROCESSED by: _____

Date: _____

RETURN ORIGINAL TO DEPARTMENT FILE