WATSON SCHOOL
DEGREE AUDIT REPORT SYSTEM (DARS)
EXCEPTION FORM

Instructions to 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 School Advising Office for processing.

Last Name _____**First Name** _____ **MI** _____

Student B-Number _____ **Your Catalog Year** _____

Department of Major _____ **Major Code** _____
(i.e., BE/273, COE/297, CS/170, EE/266, ISE/267, ME/268, EDD/229)

I. CHANGE REQUESTED FOR:

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

Waive Required Course(s) _____ _____

Waive Hours (amount) _____ _____

Adviser Name Print or Type: _____ Ext. _____

Signature _____ Date _____

II. CHANGE REQUESTED FOR:

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

Waive Required Course(s) _____ _____

Waive Hours (amount) _____ _____

Adviser Name Print or Type: _____ Ext. _____

Signature _____ Date _____

(This section for Watson School Advising Office)

PROCESSED by: _____

Date:_____

RETURN ORIGINAL TO DEPARTMENT FILE