Exception to a Requirement

Department of Mechanical and Mechatronic Engineering and Sustainable Manufacturing
California State University, Chico

Name: _____________________________________________________________________________
Last                                                           First                                                      Middle

Student ID:________________________________     Major: ________________________________

Email Address:_____________________________     Phone Number: ________________________

Advisor:________________________________    Expected Graduation: __________________ Semester /Year

Describe the policy, regulation, or graduation requirement for which you are requesting an exception.

Describe the exception.

Describe the justification for your request.

I am requesting the described exception to a policy, regulation or graduation requirement.

Student:_____________________________________________________________   ___________________
Signature                                                                                                              Date

I approve the described exception to a policy, regulation, or graduation requirement.

Advisor:______________________________     _______________________   ___________________
Name                                                                   Signature                                                          Date

Dept Chair:___________________________      ____________________________    _______________________
Name                                                                  Signature                                                           Date

Copies:  Department Advising File
Student

120201