

Exception to a Requirement

*Department of Mechanical and Mechatronic Engineering and Advanced 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