### Department of Chemical Engineering

**Course Exception Form**

*This form MUST be signed by the Undergraduate Program Director. You will need a course syllabus or description. Please return all forms to Tami Paluca in 112E Goessmann or paluca@ecs.umass.edu.*

<table>
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<tr>
<th>Student Name</th>
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<th>Student E-mail Address</th>
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— Request transfer credit for a ChE course taken elsewhere. Please attach the course description and/or syllabus of the course. Note that the department CANNOT approve transfer credit for courses other than Chemical Engineering courses. For Math, Chemistry, and Physics courses, contact Julia Hoke at jhoke@umass.edu. For courses that you wish to transfer to fulfill Freshman Writing and General Education requirements, please contact the Registrar’s Office. Please provide the following information:

Course name and number: ____________________________

Name of the institution: ____________________________

Equivalent Umass course or requirement: ____________________________

— Request that a class be approved as a Technical Elective. Attach the course description and/or syllabus.

Course name and number: ____________________________

— Request that a class be approved as an Advanced Chemistry Elective. Attach the course description and/or syllabus.

Course name and number: ____________________________

To be completed by UPD

— Approved. Further comments: ____________________________

— Requires further discussion. Please email the UPD (perrys@engin.umass.edu) to set up a meeting.

— Request is denied. Further comments: ____________________________

UPD Signature: ____________________________

Revised 10/20/2020 - TLP