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 158F Goessmann.

_________________________  _______________________
Student Name                    Student ID Number

_________________________  _______________________
Student E-mail Address            Phone number

_____ Request transfer credit for a ChE course taken elsewhere. Please attach the 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 Mr. Greg Brown in the Office of Student Affairs (126 Marston, gwbrown@ecs.umass.edu). For courses that you wish to transfer to fulfill Freshman Writing and General Education requirements, please contact the Registrar’s Office.

Please list the course name:__________________________  Please specify the equivalent Umass course or requirement:__________________________

_____ Request that a class be approved as a Technical Elective. Attach the course syllabus. Please list the course name:__________________________

_____ Request that a class be approved as an Advanced Chemistry Elective. Attach the course syllabus. Please list the course name:__________________________


To be completed by UPD

_____ Approved. Further comments:_____________________________________________________

_____ Requires further discussion. Please email the UPD (huber@ecs.umass.edu) to set up a meeting.

Request is denied. Further comments:_____________________________________________________

_________________________
UPD Signature: ________________________________________________________

Revised: 8/11/11; TLP