

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 .*

Student Name

Student ID Number

Student E-mail Address

Phone number

_____ **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