



REQUEST FOR EXEMPTION / ADVANCED STANDING

SECTION 1 : STUDENT AND CONTACT INFORMATION

Form fields for student information: \*FIRST NAME, \*MIDDLE NAME(S), \*LAST NAME, \*I.D. #, CAMPUS ATTENDED, PHONE (HOME, MOBILE, WORK), UCC EMAIL

SECTION 2 : PROGRAMME INFORMATION

Form fields for programme information: PROGRAMME REGISTERED, GROUP NAME, ENTRY DATE, PETITION DATE

Have you received exemption from UCC previously? [ ] Yes [ ] No If yes, how many did you receive? \_\_\_\_\_

SECTION 3 : PROGRAMME RECORDS

Table with 3 columns: PREVIOUS CERTIFICATE / DIPLOMA / DEGREE, YEAR GRANTED, INSTITUTION ATTENDED

FOR OFFICIAL USE ONLY

Table with 6 columns: UCC COURSE AND COURSE CODE PETITIONED, SUBSTITUTE COURSE FROM PREVIOUS INSTITUTION(S), GRADE(S), YEAR SUBSTITUTE TAKEN, DECISION ✓ OR ✗, COMMENTS (Give reason(s) why exemption is not granted)

Form fields for completion: COMPLETED BY (NAME, SIGNATURE), APPROVED BY (NAME, SIGNATURE), DATE (mm/dd/yyyy), # OF EXCEPTIONS REQUESTED, # GRANTED, # NOT GRANTED