

**Exception Request (Alternative Criteria) Renewal Cover Sheet**

Date: \_\_\_\_\_

Department/College Requesting Exception: \_\_\_\_\_

Contact person for Exception: \_\_\_\_\_

Exception for (name of candidate): \_\_\_\_\_

Specific Field or Course(s) for which the exception applies: \_\_\_\_\_

Attached to this form:

\_\_\_\_ Prior approved exception cover sheet

\_\_\_\_ Verifiable documentation that supports valid reason for continued exception.

**For graduate teaching only: [Graduate Faculty Nomination](#) process has been initiated.  
Please attach copy of the submission email.**

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**Provost Office**

\_\_\_\_ Prior exception approval on file

\_\_\_\_ Accept the program request for renewal

\_\_\_\_ Return to program curriculum committee (additional information attached)

\_\_\_\_ Request a second opinion from Faculty Senate

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**Faculty Senate (if requested)**

\_\_\_\_ Exception accepted on \_\_\_\_\_ (date) for \_\_\_\_\_ length of time

Needs to be reviewed again before \_\_\_\_\_ Semester

\_\_\_\_ Exception denied

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**Provost Office**

\_\_\_\_ Approved to teach undergraduate courses until \_\_\_\_\_

(Initial)

\_\_\_\_ Denied