Electronic Degree Audit Adjustment Request Form

Name: ____________________________ SID/ SS#: ____________________________

LN, FN MI

Email: ______________________________ Local/ Cell Phone: __________________________

Major(s): __________________________ Degree: BA BS

Category of requested correction:
(Please also give details in section below)

1. USP Math
2. USP Foreign Language
3. USP Inference
4. USP Written Communication
5. USP Oral Communication
6. USP Natural Science
7. USP Social Science
8. USP Humanities
9. USP Cross Cultural
10. HON 3 course waiver
11. Other:

Choose an explanation below or Explain clearly the adjustment(s) you are requesting:

1. SAT/ ACT Score (list score/ section):
2. AP Credit (list scores/ courses):
3. Foreign Language Placement Score (list placement):
4. Previously approved course substitution:
5. Other:

Please print this form and turn it in to 257 POT.

*This form is to be used only for requesting adjustments to the APEX Audit system. This form is not the correct form to request new exceptions to any degree requirements.