

General Education Course Exceptions Committee  
August 22, 2011

Transfer students often ask for courses taken at other universities and colleges to substitute for UK general education requirements.

Students who wish to petition to have a transfer course accepted to meet USP requirements submit their petition to the USP Exceptions Committee. This committee is housed in Undergraduate Studies and is comprised of professional advising staff. A student submits a University Studies Program Exception Committee Petition Form along with a syllabus and course description. If the Committee denies the appeal, the student can appeal to the Associate Provost for Undergraduate Education.

With the advent of the UK Core, it is time to re-examine the Exceptions Committee. We propose that the committee be reorganized to provide faculty input to the decision making process. A new General Education Exceptions Committee will be composed of five members, with two faculty members, two professional advisors, and chaired by the Assistant Provost for Undergraduate Education and Senior Assistant Dean of Undergraduate Studies.

Students/advisors will submit a request online with the request and documentation. The information will be distributed to the committee for deliberation. The committee will consider the request and report successful requests to the Registrar for updating the student record. A student may appeal the decision to the Associate Provost for Undergraduate Education who will seek input from the committee, the student's dean, and other parties who may be able to provide additional information prior to a final decision.

This committee will be operational at the start of the 2011-12 academic year. The Associate Provost for Undergraduate Education will appoint members to serve staggered two-year terms. The committee and its members will be posted on the Undergraduate Education website.