

# Advanced Standing Exception Request Form

DePaul University College of Education

FOR OFFICE USE ONLY

Name \_\_\_\_\_ DePaul ID: \_\_\_\_\_

Deny / Approve \_\_\_\_\_

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

## REQUEST FOR INITIAL EXCEPTION TO THE ADVANCED STANDING REQUIREMENT

*Requests for initial exception based on not meeting the minimum GPA will not be considered. Course prerequisites will be enforced. This is an exception for the advanced standing requirement only.*

### **PART I:** Reason for Exception (check all that apply)

I have \_\_\_\_ passed / \_\_\_\_ not passed the EDU 025 course.

I have \_\_\_\_ passed / \_\_\_\_ not passed the Basic Skills Test.\*\*

\*\* Please note that if you have not passed the Basic Skills Test you must participate in workshops or tutoring sessions offered by the Academic Success Center during the next quarter. Continued exception requires participation in ASC workshops, passing grade for EDU 025, and approval from education instructors.

### **PART II:** Course selection

Initial Exceptions are limited to **TWO** Advanced Standing courses for the next quarter (including summer). Please indicate your course request below. The course must be open and available at the time you register.

Course #1 \_\_\_\_\_

Course #2 \_\_\_\_\_

I acknowledge that this is an exception to academic policy and that continuation in Advanced Standing courses is based on completion of EDU 025, passing the Basic Skills Test, and meeting the minimum GPA requirement. If I need to request a continuation of exception, I understand that I will need to first complete EDU 025, attempt the Basic Skills Test, participate in ASC workshops, obtain approval from instructors and the Director of ASC.

There is no guarantee that I will be able to apply the courses to a future degree if the Basic Skills test is not completed successfully.\* The State of Illinois allows a maximum of 5 attempts for any certification test.

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

\* Depending on GPA, undergraduate students may choose to elect a non-certificate education degree program. This option is currently not available for graduate students. Graduate students may elect to apply for admission to another Education program.

**Submit completed form to SAC 481 to attention of the Director of Advising.**

**Deadline: last day to add classes for the term.**

or mail to the following address:  
DePaul University  
College of Education  
2320 N. Kenmore, SAC 481  
Chicago, IL 60614