

DegreeWorks Exceptions

- DegreeWorks Exceptions allow an authorized user to modify a degree completion requirement for a specified student.
- Exceptions are both student-specific and block-specific. Exceptions applied to a student's Area VI block, Major block, or Area of Emphasis block will not be transferred to the new program of study if the student changes majors.
- When applying an Exception, the user is required to enter a Description in the character-limited free-form text box. Additional space is provided for further Details but is not required.
- An Exception on a student's degree audit identifies the user who entered the Exception along with the date it was entered, the Exception Type, and the Description.

Exception Types

- *Also Allow*
This Exception type provides the student with an additional course option for fulfilling the degree requirement to which the Exception has been applied. Subject and course number must be specified. Qualifiers for the new option, such as minimum grade, may also be added.
- *Apply Here*
This common Exception type allows a completed or in-progress course to be applied to a degree requirement for the student. Subject and course number must be specified, and qualifiers may also be added. Because this Exception overrides the DegreeWorks best-fit logic and the applied course will not move from this requirement, it is recommended that this Exception be applied only after a satisfactory grade has been received for the course.
- *Force Complete*
This rare Exception type is used to mark a student's degree requirement as complete without an applied course. This Exception should only be used with caution and when necessary.
- *Remove Course and/or Change the Limit*
This common Exception type can be used to remove a specified course from the degree requirement to which the Exception is applied. It can also be used to make changes to the course limit or credit limit for the requirement.
- *Substitute*
This common Exception type can be applied to allow a completed or in-progress course to replace a still-needed course for the student's degree requirement. Subject and course number for both the original and the substitute course must be specified. Qualifiers may also be added.