



**Graduate Exceptions, Waivers and Appeals # 380.0447**

<b>INITIAL EFFECTIVE DATE:</b> June 2012	<b>LAST REVISION DATE:</b> March 28, 2023	<b>RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT</b> University Graduate School
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**POLICY STATEMENT**

Students have the right to appeal decisions that affect them academically according to established University policies and procedures.

Petitions for exception to graduate policies and procedures must be approved by the program director or chairperson for the degree granting program, the dean of the appropriate school or college and the Dean of the University Graduate School. A record of exceptions shall be part of the student’s academic file.

**SCOPE**

Faculty, graduate students, and University Graduate School administration.

**REASON FOR POLICY**

This policy sets forth the criteria for graduate exceptions, waivers and appeals and students' rights to appeal decisions that affect them academically.

**DEFINITIONS**

<b>TERM</b>	<b>DEFINITIONS</b>
N/A	N/A

**ROLES AND RESPONSIBILITIES**

N/A

**RELATED RESOURCES**

N/A



#### CONTACTS

University Graduate School  
Modesto A. Maidique Campus  
11200 SW Eighth Street -PC 230  
Miami, Florida 33199  
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#### HISTORY

**Initial Effective Date:** Originally 1.4 EXCEPTIONS TO POLICIES AND PROCEDURES (effective 3/28/89); 1.5 ACADEMIC APPEALS (effective 3/28/89) and 2.4.3 WAIVER OF CREDIT LIMITS from Graduate Policies and Procedures Manual.

**Review Dates** (*review performed, no updates*): January 31, 2024

**Revision Dates** (*updates made to document*): March 28, 2023



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June 2010	March 28, 2023	The University Graduate School

**PROCEDURE STATEMENT**

The academic department must initiate the exception request via an electronic petition. The petition must include a departmental memo with a clear request and justification, along with a student memo (if applicable). If approved by the University Graduate School, the appropriate units will be notified.