

Student Appeal for Exception to General Education Requirements

If you have any questions about this form, please contact the Office of Registration and Records at 110 Ceres Hall, 701-231-7981, 1-800-608-6378, or ndsu.registrar@ndsu.edu.

DEADLINES FOR SUBMISSION: Fall = November 15, Spring = April 15, Summer = General Education Committee does not meet

An asterisk [*] denotes required fields.

STUDENT INFORMATION	
*Student Name	_____
*Student ID	_____
*NDSU Email Address	_____
*Program/Major	_____

APPEAL CATEGORY	
<p>Check the category that best describes your exception request. NOTE: A student's anticipated semester of graduation is not a factor of consideration in the review process.</p>	
<input type="checkbox"/>	<p>International Students -- Cultural Diversity (NOTE: This option is NOT available to Canadian citizens.)</p> <p>Please enter country of citizenship: _____</p>
<input type="checkbox"/>	<p>Study Abroad UNIV 492 -- Cultural Diversity or Global Perspectives</p> <p>NOTE: Study Tours Abroad [Prefix] 379 courses are not eligible for this option. Use the "Substitution of a course..." option below.</p> <p>Select the following scenario that applies to your completion of UNIV 492:</p> <p><input type="radio"/> 3 credits of study abroad -- please select intended category: <input type="radio"/> Cultural Diversity <input type="radio"/> Global Perspectives</p> <p><input type="radio"/> 6 credits of study abroad -- will be applied to both Cultural Diversity and Global Perspectives categories</p>
<input type="checkbox"/>	<p>Military Service -- Wellness</p> <p>Students must submit official military documentation, which supports completion of basic training. (example: DD-214)</p>
<input type="checkbox"/>	<p>Substitution of a course into a general education category</p> <p>Use this category if you are requesting a substitution of a course that is not currently approved for an NDSU general education category. PLEASE BE AWARE: Attention to detail is important. Appeals that fail to include the elements listed below will be denied.</p> <p>Course to Substitute: _____ Gen Ed Category: _____</p>
<p>1. Detailed Written Argument/Explanation:</p> <p>a. Based on the course you would like to substitute, provide a detailed argument/explanation in your own words that relates 3 of the course outcomes/objectives listed on the syllabus to at least 3 of the general education category learning outcomes. The general education category learning outcomes can be found online at: https://bulletin.ndsu.edu/academic-policies/undergraduate-policies/general-education/#learningoutcomestext</p> <p>b. The argument/explanation should include a discussion of assignments that relate directly to the outcomes of the course and general education category, as well as a discussion of how this course contributed to your university education and broadened your thinking on the topic.</p>	
<p>2. Documentation (Evidence): Include documentation that supports your request.</p> <ul style="list-style-type: none"> Examples of acceptable documentation include a course syllabus, course assignments, a letter from an adviser or instructor, or other documentation supporting the argument made in your explanation. CAUTION: Do not rely on documentation alone. Include documentation that supports the argument/explanation you have offered. Relying on documentation without a strong argument can result in denial. You will be notified via NDSU email if a decision cannot be rendered due to missing/incomplete documentation or if further explanation is required. For this reason, be sure your NDSU email address is listed above. 	
<input type="checkbox"/>	<p>Other -- Use this category to request any other exception to general education</p> <p>1. Provide a detailed explanation of the exception you seek and provide evidence to support why the general education committee should consider this request.</p> <p>2. Provide documentation. (See requirement #2 above for examples)</p>