Department of Mechanical Engineering Graduate Program
Academic Policy Exception Request Form

Form instructions: **Form is a fillable PDF. Type form, obtain advisor digital signature, email to Sara Hladilek.**

NOTE: *This form may only be used to request exceptions to the Department of Mechanical Engineering Graduate Student policies found in the Dept. of ME Graduate Student Handbook. This form may NOT be used to request exceptions to UW-Madison Graduate School policies.*

ATTACH: *Documentation you believe will be helpful to the committee when reviewing your request.*

Student Name: _____   Date: _____

10-digit Campus ID #: _____   Student WISC email: _____

Program *(select one)*:   Mechanical Engineering   Engineering Mechanics

Academic Plan *(select all that apply)*:   PhD   MS – Research

MS - Accelerated   MS – Aerospace   MS – Modeling & Simulation in M.E.

Current Mechanical Engineering policy:

Explain your request: Make sure to include relevant supporting information for the committee. *For example, your request is to permit a specific ME 964 course to count as a 700+ level course. Attach your PhD Program and Minor Approval plan, the course syllabus, and explain below why the specific ME 964 course is pertinent to your curriculum.*

Student Digital Signature & Date: _____

Faculty Advisor Digital Signature & Date: _____

For use by the ME Graduate Chair/Committee only.

Exception Request is: Approved   Denied

Dept. of ME Graduate Chair Signature: _____   Date: _____