*Curriculum Committee*

Form for Applying for an Exemption

Date:

Department:

Course Number:

Course Name:

This request is for:

      Permanent exemption for this course

      One-time only exemption for this course for term

Faculty who will teach this course:

Exemption Requested: (Please be specific, e.g. “I am requesting an exemption from the rule that a regularly scheduled semester course cannot be offered in the IEX term”)

Rationale:

Requested By:

Department Chair Approval:

Date:

**Courses need to be submitted by your department chair. Please have your department chair submit this form to the Provost’s Office at the following email address:** [**courseproposal@gustavus.edu**](mailto:courseproposal@gustavus.edu)