

Exceptions in uAchieve

How to replace requirement

Follow these steps to replace a requirement. This how-to will show you two examples:

1. Complete a research experience requirement with lab coursework.
2. Complete a major residency requirement, Biology.

Run and open an audit for the student, click on the 'Enter Exceptions Mode' button.

[Request Audit](#)

Muir - PC28-Psychology - Spec in Clinical Psyc- BS

Prepared On: 12/03/2018 08:02 AM PID

Program Code: MUPC28X Catalog Year: Fall 2015

Audit Results Course History Applied Exceptions [Enter Exception Mode](#)

For example 1. From the audit, open requirements. Select the lightning bolt.

Upper Division Requirements ✎ ⚡

ERND/WIP: 56.00 Units

NEEDS: 1 requirement

✓ 1) Core Specialization	⌵ ✎ ⚡
S117 PSYC100 4.00 A	
✓ 2) Core Courses	⌵ ✎ ⚡
S117 PSYC104 4.00 A-	
W118 PSYC105 4.00 A	
S118 PSYC106 4.00 B+	
✓ 3) Specialization	⌵ ✎ ⚡
S117 PSYC124 4.00 A	
W118 PSYC155 4.00 A	
S118 PSYC172 4.00 A+	
✓ 4) Research	⌵ ✎ ⚡
SP17 PSYC199 4.00 P	
✓ 5) Research II	⌵ ✎ ⚡
SP18 PSYC114 4.00 A-	
✓ 6) Electives	⌵ ✎ ⚡
SP17 PSYC134 4.00 C+	
S116 PSYC144 4.00 A	
W118 PSYC154 4.00 B	
SP18 PSYC179 4.00 A-	
SP18 PSYC191 4.00 A	
✗ 7) Research Experience	⌵ ✎ ⚡
NEEDS: 1 Course	

Once the "Choose and Exception Type" page loads, select the Exception "Replace Requirement".

Choose an Exception Type

[Return to list of exceptions](#)

Description	Exception Code
Waive Senior Residency Requirement	SR
Substitute Course by Title	XT
Substitute Course	SM
Set System Condition Code	XQ
Replace Requirement	XR

Delete any prepopulated info in “Dprog” and “Requirement Name”. Enter any note in the “Note”. Enter -1 in the “Required Sub-reqs or Courses” field then click “Save & Run Audit”

Open All Sections Close All Sections

AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED

- > UC GPA
- > You need a minimum of 180 units
- > Important Information -
 - *ERND-Earned/WIP - Work in Progress (repeats/duplication of credit not included)
 - *You will not receive additional credit for repeats of D grades
 - *A minimum of 72 UC graded units required for University Honors
 - File for graduation by the deadline at <http://degree.ucsd.edu>
- > You are responsible for completing all graduation requirements. Please report any errors in the Major Requirements to your major advisor; Report any errors in College and University Requirements to your College academic advisor.
- > >> MAJOR REQUIREMENTS <<
 - Any given course can only satisfy one major requirement
- > (PC28) PSYCHOLOGY - CLINICAL PSYCHOLOGY - BS
- > Lower Division Requirements
- > Upper Division Major GPA (UC trfr not calculated in audit GPA)
- > Upper Division Requirements
 - ERND/WIP: 56.00 Units
 - NEEDS: 1 requirement
 - 1) Core Specialization

S117	PSYC100	4.00	A
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 - 2) Core Courses

S117	PSYC104	4.00	A-
W18	PSYC105	4.00	A
S118	PSYC108	4.00	B+
 - 3) Specialization

S117	PSYC124	4.00	A
W18	PSYC155	4.00	A
S118	PSYC172	4.00	A+
 - 4) Research

SP17	PSYC199	4.00	P
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 - 5) Research II

SP18	PSYC114	4.00	A-
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 - 6) Electives

SP17	PSYC134	4.00	C+
S116	PSYC144	4.00	A
W18	PSYC154	4.00	B
SP18	PSYC179	4.00	A-
SP18	PSYC191	4.00	A
 - 7) Research Experience
 - NEEDS: 1 Course
- > 48 Upper Division Unit Requirement
- > >> COLLEGE REQUIREMENTS <<
- > MUIR GENERAL EDUCATION
- > Muir Writing

Add Replace Requirement



select all/select none

▲	#	Course	Replacement Course	Match Control	Year Term Range	Edit	Remove
No courses found							




You can see the change in the students requirements, they went from incomplete to complete.

- 7) Research Experience Requirement Met
- Exception: Met w/PSYC 114

For example 2, Run and open an audit for the student, click on the 'Enter Exceptions Mode' button. From the audit, open the "Biology Residency Requirement" area and select the lightning bolt.

- >  **Upper Division Requirements**
- ▼  **Biology Residency Requirement**
Minimum 20 UD Biology Units taken at UCSD in Major
In progress units included
NEEDS: 20.00 Units

Advanced Exceptions

Once the "Choose and Exception Type" page loads, select the Exception "Replace Requirement".


Choose an Exception Type


[Return to list of exceptions](#)


Description	Exception Code
Waive Senior Residency Requirement	SR
Substitute Course by Title	XT
Substitute Course	SM
Set System Condition Code	XQ
 <u>Replace Requirement</u>	XR
Modify Y-Line	XZ


Delete any prepopulated info in "Dprog" and "Requirement Name". Enter any note in the "Note". Enter 5 in "Required Sub-reqs or Courses" field, click "Save & Run Audit"

Add Replace Requirement

 Dprog


 Requirement Name

 Pseudo-Course Name

 Note

Required Sub-reqs (req level) or Courses (sub-req)

Required hours

 Required Count (req level)

Required GPA

Accept Code 1

Accept Code 2

Reject Code 1

Reject Code 2

Max Hours

Max Hours Control

Max Count/U/SECT

Assign Condition Code


Memo

Authorized By

Date

#	Course	Replacement Course	Match Control	Year Term Range	Edit	Remove
No courses found						

The requirement is now in progress.

- ▼  **Biology Residency Requirement**
Minimum 20 UD Biology Units taken at UCSD in Major
In progress units included
ERND/WIP: 20.00 Units

Exception: BI-FA16 Bio Res