

Tips for entering Exceptions in uAchieve

Many of the most common exceptions can be entered directly on the audit including Adding, deleting, swapping, and forcing courses. You can even Increase/Decrease required sub-requirements, hours, course count and GPA. To begin any of these, open the audit and select the “Enter Exceptions mode” button.

WARREN - CH37 - Bioinformatics (BS)

Prepared On	09/21/2018 10:29 AM	PID	
Program Code	WACH37X	Catalog Year	Fall 2017

[Enter Exception Mode](#)

Audit Results Course History Applied Exceptions

Once you enter the exceptions mode, click the “Open All Sections” to show all the places you can enter an exception.

✖ **Lower Division Requirements** ✎ ⚡
 ERND/WIP: 0 requirements
 NEEDS: 2 requirements

✖ 1) Mathematics ⏴ ✎ ⚡

FA17	MATH 10A	4.00	B+
WI18	MATH 10B	4.00	B-

 NEEDS: 2 Courses
 COURSES: ⊕ ⊖ ⚡
 MATH 10C, 18

✖ OR) Mathematics ⏴ ✎ ⚡

S118	MATH 20B	2.00	C+
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 NEEDS: 2 Courses
 COURSES: ⊕ ⊖ ⚡
 MATH 20A, 18

✖ 2) Cognitive Science ⏴ ✎ ⚡

WI18	COGS 1	4.00	B
FA18	COGS 10	4.00	WIP
SP18	COGS 13	4.00	B+
FA18	COGS 17	4.00	WIP

 NEEDS: 3 Courses
 COURSES: ⊕ ⊖ ⚡
 COGS 14A, 14B, 18 OR CSE 7 OR 8A OR 11

✖ **Upper Division Summary -** ✎ ⚡
(UC trfr not calculated in audit GPA)
 ERND/WIP: 0 REQUIREMENTS
 UC Graded 13.20 POINTS 3.300 GPA
 4.00 Units
 NEEDS: 2 REQUIREMENTS 2.000 GPA

✖ **Upper Division Requirements** ✎ ⚡
 NEEDS: 6 Courses 1 requirement

✖ 1) Cognitive Science Core ⏴ ✎ ⚡
 NEEDS: 6 Courses
 COURSES: ⊕ ⊖ ⚡
 - COGS 100Reqd



Selecting the lightning bolt will take you to advanced exceptions. WHERE you click on the lightning bolt will tell the system where to add the exception i.e.; clicking on the Upper Division requirement vs the Lower Division requirement will perform the advanced exception on the Upper Division requirement



Use the Force and Edit buttons directly on the requirement you are wanting to affect



Use the Add, Subtract and Swap buttons directly on the requirement you are wanting to affect

You can also enter and view/edit/delete completed exceptions by selecting the exceptions tab at the top of the page.

Student: Espinoza, Mario Alfonso / A12679733 Audits Courses Comments Transfer Evaluations **Exceptions** Profile

Exceptions

Exceptions to requirements/subrequirements. Adding or deleting exceptions deletes them from the student's academic record.

[Add Exception](#) [Delete](#)
select all/select none

▲ #	Code	A	R	Note	Pseudo Name	Course	Rcourse	Auth Code	Edit	Delete
1	MC	Y	1	FA17 Reqs					<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	XM	R	U	Note for the audit	LT34-ELECTIVE				<input checked="" type="checkbox"/>	<input type="checkbox"/>

To delete a completed exception, select the delete radio button and clicking "Delete".

Exceptions

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[Add Exception](#) [Delete](#)
select all/select none

▲ #	Code	A	R	Note	Pseudo Name	Course	Rcourse	Auth Code	Edit	Delete
1	MC	Y	1	FA17 Reqs					<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	XM	R	U	Note for the audit	LT34-ELECTIVE				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Exceptions

Exceptions to requirements/subrequirements. Adding or deleting exceptions deletes them from the student's academic record.

1 exception was deleted.

[Add Exception](#) [Delete](#)
select all/select none

▲ #	Code	A	R	Note	Pseudo Name	Course	Rcourse	Auth Code	Edit	Delete
1	MC	Y	1	FA17 Reqs					<input checked="" type="checkbox"/>	<input type="checkbox"/>

Likewise, to edit an exception, click the edit button.

Exceptions

Exceptions to requirements/subrequirements. Adding or deleting exceptions deletes them from the student's academic record.

[Add Exception](#) [Delete](#)
select all/select none

▲ #	Code	A	R	Note	Pseudo Name	Course	Rcourse	Auth Code	Edit	Delete
1	MC	Y	1	FA17 Reqs					<input checked="" type="checkbox"/>	<input type="checkbox"/>

This opens a dialogue box that allows you to make the required edit.

Edit Major Catalog change

Academic Level:

Catalog No.:

CatYT/ACatYT:

Memo:

Authorized By:

Date:

[Save](#) [Cancel](#)