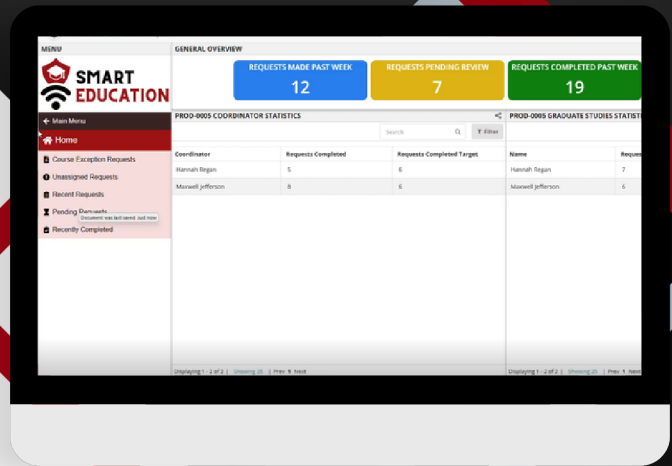


COURSE EXCEPTION REQUEST

Streamline course exception requests from submission to resolution.

EDC001 • COURSE EXCEPTION REQUEST



THE CHALLENGE



MANUAL COORDINATION

Manual emails and follow-ups can slow down processing.



INCOMPLETE REQUESTS

Missing information creates unnecessary delays.



INCONSISTENT REVIEWS

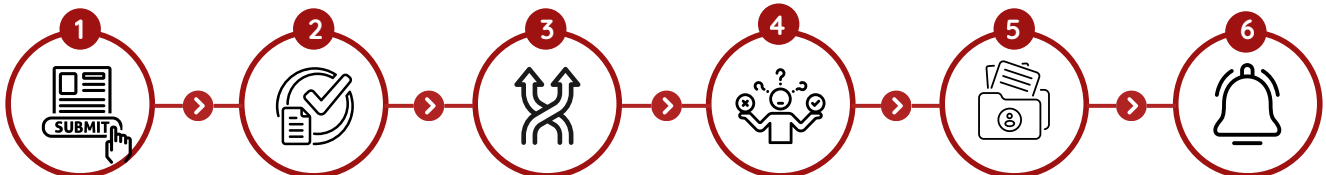
Different processes produce uneven decisions.



LIMITED VISIBILITY

Request status is difficult to track.

HOW IT WORKS



SUBMIT

Student submits a digital request.

VALIDATE

Required information is checked.

ROUTE

Request goes to the correct reviewer.

DECIDE

Reviewer approves, rejects, or returns it.

RECORD

Decision details are securely documented.

NOTIFY

Student receives an automatic update.

KEY BENEFITS



FASTER PROCESSING

Reduces delays and coordination



CONSISTENT DECISIONS

Standardizes review and approval



BETTER VISIBILITY

Tracks every request and status



COMPLETE ACCOUNTABILITY

Maintains an auditable record



AUTOMATIC COMMUNICATION

Keeps applicants informed



FLEXIBLE WORKFLOWS

Supports multiple exception types

WHO BENEFITS?



STUDENTS

Simple requests and clear updates



ACADEMIC STAFF

Faster, consistent reviews



INSTITUTIONS

Centralized, reliable records