



## Degree with Designation (STAA) Course Exception Request

Records & Enrollment Services  
Main Building, Room M2480  
5900 S. Santa Fe Drive  
Littleton, CO 80160  
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Fax: 303.797.5970

### Degree with Designation Course Exception Guidelines:

Students pursuing a Degree with Designation (Statewide Articulation Agreement-STAA) may seek to have an exception made to the course requirements for the degree. The process to request the exception is:

1. Student seeks approval from the four-year institution where they plan to transfer upon graduation from ACC
2. Student returns the completed form to the ACC Graduation Coordinator (records@arapahoe.edu) no later than the last day of the ACC semester in which the student intends to graduate from ACC.
3. Student should retain a copy of the completed form for their records.

### Student Information:

Student Name:

Student ID:

Student Email:

ACC Degree Program:

ACC Graduation Term/Year:

### Four-Year Institution Information:

Institution Name:

Institution Degree Program:

Institution Staff Member:

Institution Contact Information:

### Course Information:

#### Section 1: The following is required for the Dwd/STAA:

DwD Category	Course ID	Course Title	Credits

#### Section 2: Student would like to take the following course(s) instead:

DwD Category	Course ID	Course Title	Credits

### Four-Year Institution Approval:

By signing below, I agree that the Four-Year Institution listed above will accept the course(s) and credits identified above in **Section 2** in transfer and those courses and credits will be applied to the Four-Year Institution Degree Program listed above, just as the courses and credits in **Section 1** would have applied.

Four-Year Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Student Acknowledgement:

By submitting this form to ACC, the student acknowledges that only courses completed with a grade of "C-" or better will be accepted by the four-year institution. ***This agreement applies only to the four-year institution, degrees, courses, and credits identified above. Should the student decide to pursue a different four-year institution and / or four-year degree, this agreement is no longer valid.***

It is the student's responsibility to provide a copy of this form to the four-year institution upon admission and retain the original until graduation from the four-year institution. All of the other guarantees and limitations of the Statewide Articulation Agreement apply.