**Graduate Student Variance Form**

This form is to be used to request a variance/exception from graduate student admissions and academic policies and procedures, as listed in the NKU Graduate Catalog.

**Student Information – section to be completed by student**

Name:                  

Last Name First Name Student Identification Number E-mail Address

Degree Program:       Type of Variance Requested: Other (if selected):

If Admission is selected above: Other (if selected):

Student Rationale/Reason for variance request:

**Graduate Program Director Review – section to be completed by Program Director**

Approved  Rejected

Graduate Program Director signature:

Graduate Program Director - checking here will be your authorization Date:

Graduate Program Director - please forward to Department Chair for approval

**Department Chair Review – section to be completed by Department Chair**

Approved  Rejected

Department Chair signature:

Department Chair - checking here will be your authorization Date:

Department Chair - please forward to directly to College Dean for review.

**College Dean Review – section to be completed by College Dean**

Approved  Rejected

College Dean signature:

College Dean - checking here will be your authorization Date:

Please forward to Office of Graduate Education for VPGERO.

**Vice Provost for Graduate Education, Research & Outreach Review**

Approved  Rejected

Vice Provost for Graduate Education signature:       Date: