

Course Variance Policy

The Rowan University Department of Computer Science develops its programs in Computer Science and Computing & Informatics through a detailed, comprehensive, curricular process to ensure a quality education abiding by accreditation standards and best practices. Individual courses are designed keeping such standards and practices in mind. There are occasions; however, when specific courses may be substituted with other courses, as deemed sufficient to satisfy the same academic outcomes. Such substitutions are referred to as course variances. A course variance *may* be considered for a Computer Science or Computing Informatics course in the event of one or more of the following:

- Required course is no longer offered at Rowan University.
- A similar subject matter is offered at the Graduate Level and student has been granted Senior Privilege.
- A change in scheduling beyond the student's control.
- An allowance for a documented reason not stated above.

In the case that a course is acknowledged as an approved substitute:

1. Student must inform academic advisor of desired variance.
2. Advisor will confirm and make a notation for Graduation in Degreeworks/GRAD.

In the case that a course is not acknowledged as an approved substitute:

1. Student must inform academic advisor of desired variance.
2. Student must then contact Curriculum Chairperson.
3. Curriculum Chairperson will assess substitution with consultation from faculty members and Department Head as deemed appropriate. Individual meeting with student may also be required if deemed appropriate, as well as documentation.
4. Curriculum Chairperson will inform student and academic advisor (and others, if appropriate) of decision. Decision shall be recorded in Degreeworks/GRAD.
5. Although student may inquire about decision, the determination of the Computer Science Department shall be final.

Special Note: While this policy can apply to completed courses upon transfer review, approval for future courses must come *prior* to the start of the course. Under no circumstances should a student register for and proceed in a course under the assumption that a variance would be granted after the start of a course without official approval.