

McGill University

myProgress Exceptions

Instructions: Substitute

6. a) Select _____ as the Exception type
- b) Enter the _____ and _____ of the course to be replaced, and the _____ and _____ of the course that is being used as a replacement (*disregard the With fields*).
- c) Enter a _____ or use the default description.
- d) Enter extra _____ to explain the substitution, including as much information as possible (ex.: "ANTH 205 is a suitable replacement for SOCI 210, because the course content is similar. Approved by program director").
- e) Click on _____. "Exception Saved" will appear at the top right-hand side of the worksheet.



