

## Course Exemption

Students requesting an exemption from a required course must provide the request in writing along with the course description from the school calendar or website, the duration of the course (total hours) as well as a transcript indicating the grade received for the course. While courses taken outside VISA will be considered for exemption for the Certificate program, we cannot provide transfer of credit hours to the program because of the short duration of the Certificate program. **Students who receive an exemption for a required course will still have to complete the required 504 hours.** An exempted course will be replaced with an elective of equal hourly credits.