



# MLIS Letter of Exception

**The Graduate School**  
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## **INSTRUCTIONS:**

Please answer the questions below in paragraph format. This document should be one-inch margins and double-spaced text with 12-point Times New Roman type face. In the header on the right side of each page include the following information in a single line: Last Name, First Name, Middle Initial; (Page Number).

You may mail, fax, or email this document as an attached Word file (.doc or .docx) to the contact information above.

*If a Letter of Exception is not submitted, your application will not be sent for review at the deadline.*

## **Prompts:**

Assume your GPA is below a 3.0, address the following points with the appropriate formatting (not to exceed 250 words):

1. What circumstances contributed to your GPA being negatively impacted;
2. The adjustments you will make to assure that you will maintain a GPA of 3.0 or better and will be a success in the MLIS program should you be admitted.