

Course Substitution Form

This form is used to request the substitution of specific course requirements of the major program with equivalent or higher-level courses.

|  |  |  |  |
| --- | --- | --- | --- |
| Student’s Name |  | Academic Year |  |
| Student ID |  | Semester |  |
| Major |  | College |  |
| **Required Course in Study Plan** | **Substitute Course** |
| Code | Title | Credit Hours | Code | Title | Credit Hours | Semester/Year |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Reason (attach supporting document): |
| For Academic Advisor, Department Chair and Dean Use Only |
| Comments: |  |  | Comments | : |  |  |  |  |  |
|  | RecommendDo not Recommend |  |  | RecommendDo not Recommend |  |
| Academic Advisor |  | Department Chair |  |
| Signature |  | Signature |  |
| Date |  | Date |  |
| Dean's Comments: |
|  |  | Approved |  |  | Denied |  |  |  |  |  |
| College Dean |  | Signature |  |
| Date |  |
| For Admissions & Registration Department’s Use Only |
| Verified and processed by |  | Signature |  |
| Date |  |