



Date: _____

To: _____
(Department Chair)

From: _____
(Advisor)

I am requesting the following course substitutions be made within the Major or Minor for:

(Student Name)

(Student ID Number)

Program Area for Substitution: Major: _____

Minor: _____

Substitute _____ for the requirement of _____
(Course Subject & Number) (Course Subject & Number)

Substitute _____ for the requirement of _____

Substitute _____ for the requirement of _____

Waiver _____ for the requirement of _____

Approved: _____
(Department Chair's Signature)

General Education Requirements may NOT be substituted.

*After obtaining the Department Chair's signature, please deliver this form to the **Registration Office**.

Registration Office Uses Only

Date of Change: _____ by _____