

## Degree Requirement Substitutions & Waivers Form

A course **waiver** is used when it is determined that a student does not have to take a particular required course. A course **substitution** is used when it is determined that a particular required course could be replaced by another appropriate course. A course **allowance** should be used when a requirement is broader than a 1:1 substitution

*Note: Changes to institutional requirements must be submitted via Petition.*

Student Name: \_\_\_\_\_ ID: \_\_\_\_\_ Graduation Term: \_\_\_\_\_

Major/Minor: \_\_\_\_\_ Degree/Cert: \_\_\_\_\_ Catalog Year: \_\_\_\_\_

\_\_\_\_ **Waive** (course subject, number, title, and number of credits OR list requirement)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_ **Substitute** (course subject, number, title, and number of credits) *Ex: Substitute ACCPT 231 for AC 231*

**Substituted Course:**

**Required Course:**

_____	_____
_____	_____
_____	_____

\_\_\_\_ **Allow** (course subject, number, title, and number of credits AND list requirement) *Ex: Allow CORE-ID for Ethics & Values; Allow PSYC 205 for Program Electives*

**Allowed Course:**

**Degree Requirement:**

_____	_____
_____	_____

**Other:** Division/program requirements have been adjusted (e.g., minimum course grade, minimum program GPA; please describe completely):

\_\_\_\_\_

\_\_\_\_\_

**THIS SUBSTITUTION IS VALID ONLY FOR THE MAJOR/MINOR LISTED ABOVE**

Advisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dept. Chair: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_