



Petition For Course Substitution/Waiver

A student may petition to have a course substituted or waived under unique circumstance. This form must be completed and submitted to the appropriate Dean.

Date: \_\_\_\_\_ Course Substitution \_\_\_\_\_ Course Waiver \_\_\_\_\_

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

I hereby petition for a course substitution or wavier for the following academic program:

Program Title: \_\_\_\_\_ Degree \_\_\_\_\_ Certificate \_\_\_\_\_

Catalog for Graduation Year: \_\_\_\_\_ Grad. Date: Fall: \_\_\_\_\_ Spring: \_\_\_\_\_ Summer: \_\_\_\_\_ Year: \_\_\_\_\_

Required Course Title and Number: \_\_\_\_\_

Required Course Title and Number: \_\_\_\_\_

Reason for Petition: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Attach appropriate documentation

Decision: Approved Denied

Dean's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OAR Action: \_\_\_\_\_ Student Notification: \_\_\_\_\_