

Degree Audit Substitution / Waiver Request (Departmental/College Curricular Adjustments)

A **course waiver** is used when it is determined that a student does not have to take a particular required course. The waiver carries no credit; it simply means that the student does not have to complete the course.

A **course substitution** is used when it is determined that a particular required course could be replaced by another appropriate course.

Note: Changes to university requirements must be submitted to the Academic Petitions Committee.

Student's Name: _____ ID#: _____

is allowed to substitute/waive the following course(s) for the following (list only the program to be applied to):

Degree _____ Major _____ Minor _____ Catalog Year _____

WAIVED (course subject, number, and title):

_____	_____
_____	_____
_____	_____

SUBSTITUTIONS (course subject, number, and title):

Required Course:

Substituted Course:

_____	_____
_____	_____
_____	_____
_____	_____

The following college and/or departmental requirements have been adjusted (e.g., minimum course grade, minimum program GPA; please describe completely):

Approvals:

Academic Advisor: _____

Date: _____

Departmental Administrator: _____

Date: _____

If required by college:

College Associate Dean: _____

Date: _____