



## Degree Checking Office

### Request for Course Substitution/Waiver

<u>Student Information</u>	<u>Advisor Information</u>
<b>Name:</b>	<b>Advisor Name:</b>
<b>PSU ID:</b>	<b>Department:</b>
<b>Major/Minor:</b>	<b>Advisor Phone:</b>
<b>Email:</b>	<b>Advisor Email:</b>
<b>Phone:</b>	<b>Date:</b>

This form is to request a substitution or waiver for a requirement within the Department of \_\_\_\_\_ related to the major or minor. **NO GENERAL EDUCATION REQUIREMENTS CAN BE SUBSTITUTED USING THIS FORM.** Contact **Transcript Analysis, Extension 4253**, concerning general education requests.

#### Requested Course Substitutions:

<u>Required Course:</u>				<u>Proposed Sub/Requirement to be used:</u>					
Course Prefix:	Course Number:	Course Title:	Credit Hours:	Course Prefix:	Course Number:	Course Title:	Credit Hours:	Term Taken:	Grade in Course:

#### Comments:

#### Requested Course Waiver:

Course Prefix:	Course Number:	Course Title:	Area/Category listed on Major/Minor:	Credit Hours:	Justification for Waiver

\_\_\_\_\_  
Recommended by Advisor (Signature Optional):

\_\_\_\_\_  
Approved by Chair (Signature Required):