Major/Minor Course Substitution/Waiver Request

Please obtain signed approval from your advisor and the department chair or program director. This form is NOT to be used for Gen Ed or LAE substitutions or waivers.

Student Name: ___________________________ Student ID#: __________

Major/Minor Affected: ________________

Original Major/Minor Requirement: ________________________________
(ex: BUSI-495, “Group II Elective”, Upper Level Course, etc.)

Requirement is being:

☐ Replaced by: ____________________________________________
(ex: BUSI-411, Lower Level Elective, One Religion Course, etc.)

☐ Waived

Academic Advisor:

Approved: ☐ Yes  ☐ No

Comments: __________________________________________________

Signature: ___________________________ Date: ___________________________

Department Chair or Program Director:

Approved: ☐ Yes  ☐ No

Comments: __________________________________________________

Signature: ___________________________ Date: ___________________________

Recorded by Registrar’s Office on __________________

cc: Student Advisor