

Substitution for (or Waiver of) Departmental Degree Requirement

This form is used to request a substitution of a course for another course which applies to a departmental requirement. No fee required.

INSTRUCTIONS

- Complete the form and obtain all required signatures.
- A copy of the approved action will be submitted to Enrollment Services to ensure proper evaluation of credit toward a major or minor requirement.

University ID# _____ Date _____

Name _____
Last First Middle

Phone # _____ Email address _____

Major _____ Minor/Concentration _____

1- CSUS Major course requirement _____ ☐ One-time Approval
Subj/Course# Title Units
Substitute course offered in fulfillment of requirement ☐ Approved for Articulation

Institution Subj/Course# Title Units

2- CSUS Major course requirement _____ ☐ One-time Approval
Subj/Course# Title Units
Substitute course offered in fulfillment of requirement ☐ Approved for Articulation

Institution Subj/Course# Title Units

Reason substitution should be granted _____

Student's signature _____ Date _____

Instructor/Advisor recommendation _____

Instructor/Advisor Signature _____ Date _____

Dept. Chair Action ☐ Approved ☐ Denied

Dept. Chair Signature _____ Date _____