



# REQUEST FOR SUBSTITUTION OF GRADUATION REQUIREMENTS

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

Telephone #: \_\_\_\_\_ Proposed date of Graduation: \_\_\_\_\_

Major: \_\_\_\_\_ Minor: \_\_\_\_\_

Has graduation petition been submitted to the Office of the Registrar? Yes No

I hereby petition for the substitution of Course #: \_\_\_\_\_ Course Title: \_\_\_\_\_

for Course #: \_\_\_\_\_ Course Title: \_\_\_\_\_

(required for my major, minor or Core)

Is this a course taken through USD's Study Abroad Office (USD affiliated)? Yes No

If the course was taken through the USD Study Abroad Office please indicate the location of the Program:

City: \_\_\_\_\_ Country: \_\_\_\_\_

Please explain briefly the reasons for this request (attach extra sheets if necessary):

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

Substitution for a **Core requirement**: route form to the College of Arts and Sciences Dean's Office [CASadvising@sandiego.edu](mailto:CASadvising@sandiego.edu)

Substitution for a **major or minor requirement**:

- **College** students should submit this form to the department of the major/minor.
- **SBA** students submit this form to the advising office email to [sb.advising@sandiego.edu](mailto:sb.advising@sandiego.edu)
- **SMSE** students submit this form to your advisor

**- For Office Use Only -**

If this is a course substitution, does it apply for this student only  to all students ?

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Department Chair (CAS) /

Advising Office (SBA) / Advisor (SMSE) \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Academic Dean: \_\_\_\_\_ Date: \_\_\_\_\_