

Course Substitution Request Form

This form is to be used when requesting a required or elective course substitution. Substitution of a core or track requirement requires a copy of the syllabus before the request can be evaluated. **If the substituted course is from another institution, a Request for Transfer of Graduate Credit must be completed and returned to the UAB Graduate School.**

Student Name:

Student Number:

COURSE SUBSTITUTION IS REQUESTED FOR:

SOPH Required Course Prefix and Name

OR

SOPH Elective Course Prefix and Name

Substitute Course Prefix and Name

I have reviewed the proposed substitute course description or the syllabus and certify that the proposed substitute course is equivalent to the required or elective course and addresses the associated course competencies.

Instructor Signature:

Advisor Signature

Department Chair or Designee

I understand that the substitute course can not be used toward the completion of another degree and is at the graduate level.

Signature of Student:

Date:

FOR OFFICE OF STUDENT AND ACADEMIC SERVICES USE ONLY

Academic Dean:

Date:

Please Return To: Office of Student and Academic Services, RPHB 130
You will receive notification when request has been processed.

Copies: Graduate School * OSAS * Department * Student