



UNIVERSITY OF NEW ENGLAND

Course Substitution Form

- This form should be used to substitute a required course for another course not listed as a requirement for the student's major or minor.
- Forms with missing information in the required fields noted with an asterisk (*) will be returned to the department and will delay the updating of the student's record.

*Student's Name: _____
 *Personal Reference # (PRN): _____
 *Email Address: _____
 *Major: _____
 *Minor (If Applicable): _____
 Anticipated Graduation Date: _____ Catalog Year: _____

*Course Requirement				*Course Substitution						For Office Use Only
Course Prefix	Course Number	Course Title	Credits	Course Prefix	Course Number	Course Title	Credits	Semester Taken	Area	Update Completed?
MAT	120	Statistics	3	MAT	190	Calculus I	3	Fall 2013	<input checked="" type="checkbox"/> Core <input type="checkbox"/> Major <input type="checkbox"/> Minor	<input type="checkbox"/>
									<input type="checkbox"/> Core <input type="checkbox"/> Major <input type="checkbox"/> Minor	<input type="checkbox"/>
									<input type="checkbox"/> Core <input type="checkbox"/> Major <input type="checkbox"/> Minor	<input type="checkbox"/>
									<input type="checkbox"/> Core <input type="checkbox"/> Major <input type="checkbox"/> Minor	<input type="checkbox"/>
									<input type="checkbox"/> Core <input type="checkbox"/> Major <input type="checkbox"/> Minor	<input type="checkbox"/>
									<input type="checkbox"/> Core <input type="checkbox"/> Major <input type="checkbox"/> Minor	<input type="checkbox"/>

Reason: _____

*Has this adjustment been discussed with the student/advisee? Yes No

*Academic Advisor Signature: _____ Approved Denied Date: _____

*Dept. Chair/Program Director: _____ Approved Denied Date: _____

REGISTRAR'S OFFICE
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