APPLICATION FOR CURRICULUM EXCEPTION

Students requesting a course substitution or waiver must:
1. Complete the following form
2. Attach justification
3. Include (if applicable) the published description & syllabus for the replacement course(s). You may also be asked to submit artwork, depending on the exception you’re requesting.
4. Include a copy of your DARS for the appropriate major & catalog year

NAME ___________________________________________

STUDENT ID ___________________________________________

DATE ___________________________________________

MAJOR/MINOR ___________________________________________

CATALOG YEAR ___________________________________________

EMAIL ___________________________________________

PHONE ___________________________________________

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<tr>
<th>REQUIREMENT(S) TO BE WAIVED/SUBSTITUTED</th>
<th>COURSE(S) TO BE USED TO REPLACE REQUIREMENT(S) (IF APPLICABLE)</th>
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<td>SUBJECT</td>
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DEPT. USE If approved, initial here

**JUSTIFICATION**

Please explain why this substitution should be approved. You may address why the course is equivalent. Please attach a separate sheet of paper.

**DEPARTMENTAL ACTION (to be filled out by the department):**

APPROVED__________ PARTIAL APPROVAL__________ DENIED__________

COMMENTS:

________________________________________________________________________________________________

________________________________________________________________________________________________

APPROVED BY __________________________________________

DEPARTMENTAL POSITION __________________________________________ SIGNATURE __________________________________________