

Course Substitution of Major or Minor Requirements for Bachelor's Degree

Name Date

Student ID Phone

Major/Minor Concentration/Emphasis/Option

List the courses you wish to have considered for substitution below. **Attach a photocopy of the catalog course description or a course syllabus for each course for the year taken (syllabus strongly recommended.)** If you have attended more than one institution, please turn in a separate form for each institution. An incomplete form may delay a decision on your substitution request. A specific grade requirement may change the substitution decision. Please review catalog for minimum grade required and attach a grade report as proof of grade.

Institution City/State

<i>Approve</i>	<i>Deny</i>	Transfer Course Subject/Number	Transfer Institution Course Title	Units	Term/Year Taken	Grade	CSU Channel Islands Major/Minor Requirement	Units

Comments that will support or substantiate your request:

Student's Signature Date

Please sign and return to Enrollment Services, Sage Hall. You may also turn in this form via mail or e-mail to records.registration@csuci.edu. A decision and/or response will be communicated via Dolphin email, per the student communication policy (SP04-20) (SA.07.008).

Administrative Use Only-GE Committee/Curriculum Committee:

Comments: _____

Faculty Advisor/ Program Chair Print Name: _____

Faculty Advisor/ Program Chair Signature: _____ Date: _____

PLEASE FORWARD FORM TO RECORDS AND REGISTRATION AFTER PROGRAM CHAIR/FACULTY ADVISOR HAS REVIEWED

***Disclaimer to faculty: If unit value is less than CI units, units in the major will be waived. No sub will waive university graduation unit totals.**

Administrative Use Only- Records & Registration

Processed by: _____ PS Update: _____ Student Notified: _____ (Staff Initials) _____