



SOUTHWESTERN UNIVERSITY

Course Substitution Request Form

Name: _____

Student ID: _____ SU email: _____

1. Please list the course name and number that will no longer be required:

Course Name: _____

Course Number: _____

OR

If you are not subbing a specific course, please list the area the course is no longer required from (EX: Upper level elective for Psychology minor or Emergent Literature course for English major):

2. Please list the new course name and number that will be substituted for the requirement listed above:

Course Name: _____

Course Number: _____

Reason for substitution (i.e. why is the substitution necessary?):

Sections 1 and 2 MUST be filled out. Please submit the form without signatures. Registrar staff will obtain all signatures via Adobe Sign. Please be sure the department chair is already aware of your request prior to submitting the form to the Registrar's Office.

Student's Signature

Date

Department Chair Signature

Date

Office of the Registrar Signature

Date