

Bridgewater State University, Registrar's Office

SUBSTITUTION OF COURSE REQUIREMENT WITHIN MAJOR OR MINOR

NOTE: This form is used to approve substituted courses within a student's major or minor requirements for graduation clearance, and will result in the adjustment of the student's degree audit. **It may not be used to override prerequisites for registration; nor may it be used for CORE or GER substitutions.** Forms for these purposes may be found at www.bridgew.edu/registrar/forms.htm or in the Registrar's Office.

I) To be completed by student:

NAME: _____ BANNER ID:

This substitution pertains to the following set of program requirements (choose one):

- Major and Concentration: _____
- Minor: _____

COURSE SUBSTITUTION (Course required in student's major or minor only)
Please complete sections A, B, and C.

A) Required Course: Course Number _____ Title _____

B) Substituted Course: Course Number _____ Title _____

C) CHOOSE ONE:

_____ **Substituted course has been completed at BSU:** _____ Semester _____ Year _____

_____ **Substituted course was completed at previous institution and transferred to BSU:**

Name of Transfer Institution: _____

Signature of Student: _____ Date: _____

II) To be completed by Department Chairperson of the major or minor listed above:

- Approved**
- Denied**

Signature of Department Chairperson: _____ Date: _____

PLEASE RETURN COMPLETED FORM TO: Registrar's Office, Boyden Hall, Room 003, for processing.

Last Revised: 06/2011