The University of Southern Mississippi

Request for Undergraduate Major/Minor Course Substitution

Note: A current DPR and documentation must be attached to this request form.

Steps to complete this form:
1) This is a fillable form and should be typed; handwritten forms will not be accepted. Can request up to two courses per form.
2) Attach all external supporting documentation (i.e., course descriptions, syllabus, etc.)

<table>
<thead>
<tr>
<th>Student Name</th>
<th>EMPLID</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Major</th>
<th>Minor</th>
<th>Catalog Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Has the student filed for graduation? _____ If yes, for what term? _____ College _____

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**SUB #1**

<table>
<thead>
<tr>
<th>Required Course</th>
<th>Substitute Course</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Is substitute course a transfer course? ______

If yes, name of transfer institution ______

What is the title of the course requested as a substitute? ______

**In this space, please indicate the justification for the request.**

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**SUB #2**

<table>
<thead>
<tr>
<th>Required Course</th>
<th>Substitute Course</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Is substitute course a transfer course? ______

If yes, name of transfer institution ______

What is the title of the course requested as a substitute? ______

**In this space, please indicate the justification for the request.**

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Major Adviser Signature ___________________________ Date ____________

☐ Approved ☐ Denied

Major Chair Signature ___________________________ Date ____________

☐ Approved ☐ Denied

Major Dean Signature ___________________________ Date ____________

☐ Approved ☐ Denied

ACA/SSC Signature ___________________________ Date ____________

☐ Processed by ACA

[Print Form]