

Substitution of Graduate Coursework Request

This request should be submitted in the event that there is a need to substitute the required coursework for a graduate degree/program.

Please note, you can type on this form

Part I – To be completed by the student

Name _____ Student ID# _____

Program _____ Semester _____

Preferred Contact Phone # _____ Kean Email _____

Part II – Course(s) to be substituted

Course(s) taken at Kean

To be substituted for the following required course(s)

Course	Course	Grade	Date		
<u>Number</u>	<u>Title</u>	<u>Received</u>	<u>Taken</u>	<u>Course #</u>	<u>Title:</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Part III – Approvals

Program Coordinator _____
Print Name Date

Signature

Director of Graduate _____ Preliminary Approval _____ Preliminary Not Approved _____
Signature

Student Services _____ Final Approval _____ Final Not Approved _____
Signature