

## Petition for Non-Traditional Credit: Course Substitution and Equivalence

**[ ] COURSE SUBSTITUTION PROCESS:** Through the Course Substitution process, you begin the steps wherein you may be able to use one SVC course in lieu of another SVC courses to complete your program requirements. **You must attach an unofficial copy of your SVC transcript and a copy of your current registration with this form.** The Department Chair will forward this request to the appropriate Dean for approval. When determination is made, you will receive confirmation.

**[ ] COURSE EQUIVALENCE PROCESS:** Through the Course Equivalence process, you begin the steps wherein you may be bale to use two or more SVC courses which you consider to be practically equal in content and credit to a third SVC course, although the courses may be from a different program area, or have separate course numbers. **You must attach an unofficial copy of your SVC transcript and a copy of your current registration with this form as well as an explanation of why you consider the courses to be equivalent.** The Department Chair will forward this request to the appropriate Dean for approval. When determination is made, you will receive confirmation.

**PLEASE SUBMIT EACH REQUEST ON A SEPARATE FORM**

Name: \_\_\_\_\_ SID: \_\_\_\_\_

Previous Name (if applicable): \_\_\_\_\_ Phone: \_\_\_\_\_

SVC Student Email: \_\_\_\_\_ @mysvc.edu

Course #: \_\_\_\_\_ Credits: \_\_\_\_\_ Title: \_\_\_\_\_ Quarter Completed: \_\_\_\_\_

Course #: \_\_\_\_\_ Credits: \_\_\_\_\_ Title: \_\_\_\_\_ Quarter Completed: \_\_\_\_\_

Course #: \_\_\_\_\_ Credits: \_\_\_\_\_ Title: \_\_\_\_\_ Quarter Completed: \_\_\_\_\_

*Substitution/equivalence for:*

Course #: \_\_\_\_\_ Credits: \_\_\_\_\_ Title: \_\_\_\_\_ Quarter Completed: \_\_\_\_\_

Course #: \_\_\_\_\_ Credits: \_\_\_\_\_ Title: \_\_\_\_\_ Quarter Completed: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ATTACH ALL DOCUMENTATION TO THIS FORM.**

YOUR REQUEST WILL NOT BE PROCESSED WITHOUT APPROPRIATE TRANSCRIPTS, DD295s or "SMART TRANSCRIPT", INDUSTRY TRAINING DOCUMENTS, ETC.

**For College Personnel Use Only**

Dept \_\_\_\_\_ Dept Chair Signature \_\_\_\_\_

Approved  Denied Please attach rationale Date

Dean or WIC VP Signature \_\_\_\_\_

Approved  Denied Please attach rationale Date

Registrar Signature \_\_\_\_\_

Approved  Denied Please attach rationale Date

**Direct University Transfer Agreement (DTA)**

- Associate in Arts
- Associate in Biology
- Associate in Business
- Associate in Computer Science
- Associate in Music
- Associate in Nursing
- Associate in Pre-Nursing

**Associate in Applied Science Transfer (AAS-T)**

- Education
- Engineering Technology
- Environmental Sustainable Agriculture Educ.
- Environmental Conservation w/ (*check one*):
  - Aquatic/Terrestrial emphasis
  - Marine emphasis
  - No emphasis
- Fire Service Administration
- Operations Management

**Associate in Applied Science degree (AAS)**

- Automotive Technology
- Business Management
- Computer Information Systems
- Criminal Justice w/ (*check one*):
  - Criminal Justice emphasis
  - Parks Service & Protection emphasis
- Culinary Arts w/ (*check one*):
  - Baking & Pastry emphasis
  - Culinary emphasis
  - Restaurant Management emphasis
- Diesel Power Technology
- Early Childhood Education
- Educational Paraprofessional
- Engineering Technology
- Environmental Conservation w/ (*check one*):
  - Parks Resource Management emphasis
  - Water/Wastewater Treatment Tech emphasis
- Fire Protection Technology
- Health & Fitness Technician
- Human Services w/ (*check one*):
  - Generalist emphasis
  - Substance Use Disorder Counseling emphasis
- Marine Maintenance Technology
- Medical Assistant
- Multimedia Web Designer
- Nursing ATA (PN to RN) \*Whidbey only\*
- Office & Business Technology w/ (*check one*):
  - Administrative Assistant emphasis
  - Accounting Paraprofessional emphasis
- Operations Management
- Welding Technology

- Associate in Science Transfer (Track 1)**  
(Chemistry, Environmental Science, Geology)
- Associate in Science Transfer (Track 2)**  
(Computer Science, Engineering, Physics)

**Associate Degree (not direct transfer)**

- Associate in Education (*transfers to WWU only*)
- Associate in General Studies
- Associate in Visual Arts

**Bachelor of Applied Science**

- Applied Management (BASAM)
- Environmental Conservation (BASEC)

**Certificates**

- Allied Health:**  Medical Assistant  Medical Billing & Coding  Pharmacy Tech
- Automotive Technology:**  Electronics & Diagnostics Specialist
  - Parts & Service Specialist  Undercar Specialist  Transmission Specialist
- Business Management:**  Entrepreneurship
- Composites Technology:**  Advanced Composites Manufacturing Tech
- Computer Information Systems:**  Computer Applications Support Tech
  - Computer Information Systems  Database/Programming  Network Tech
- Craft Brewing**
- Criminal Justice:**  Homeland Security Emergency Management
  - Parks Ranger Law Enforcement Academy (PRLEA)  PRLEA/EMT  PRLEA/ Fire
- Culinary Arts Professional Cooking**
- Dental:**  Assisting Bridge  Foundations
- Early Childhood Education:**  State ECED (47 credits)  General ECED (20 credits)
  - Infant/Toddler Care (20 credits)  School Age Care (20 credits)
  - Family Child Care (20 credits)  Administration (20 credits)  Initial (12 credits)
- Environmental Conservation:**  Environmental Conservation Studies
  - Water/Wastewater Treatment Technician  Geographic Info Systems (GIS)
- Environmental Sustainable Agriculture Education:**
  - Sustainable Small Farm Agriculture Systems
- Health & Fitness Technician**
- Human Services Substance Use Disorder Counseling**
- Manufacturing Technology:**
  - Manufacturing Foundations in \_\_\_\_\_
  - Manufacturing Technology in \_\_\_\_\_
- Marine Maintenance Technology**
- Multimedia & Interactive Technology:**  Adobe  Digital Video  Graphic Arts
  - Game, App & Web Development  Digital Media Marketing  Web Design
- Office & Business Technology:**  Bookkeeping  Small Business Accounting
  - Business Software Applications  General Office Support
  - Office & Admin Support Office
- Technical Design Veterinary:**  Fundamentals  Assistant
- Welding Technology:**  Advanced Welding  Welding Technology
- Welding Specialty in:**  Shielded Metal Arc  Flux-Cored Arc
  - Aluminum Welding

**Micro-Certificate** in:

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