

PETITION FOR NON-TRADITIONAL CREDIT: COURSE SUBSTITUTION FORM

Purpose: By submitting this form, you are asking to substitute a required course with a previously completed course. The substitute course may not be equivalent to the required course, but it should serve a similar degree completion function as the required course.

Instructions: Email the completed form along with an unofficial transcript and an Academic Advisement/What-If Report to eval@skagit.edu.

Follow-Up: Once the process is complete, you will receive an email regarding your request.

Today's Date: _____ Student ID Number: _____

Student Name: _____
Last
First
Middle

SVC Email: _____ @mysvc.skagit.edu

Degree/Certificate course substitution applies to: _____

Completed:

Course #: _____ Credits: _____ Title: _____ Quarter Completed: _____

Course #: _____ Credits: _____ Title: _____ Quarter Completed: _____

Course #: _____ Credits: _____ Title: _____ Quarter Completed: _____

Substitution for:

Course #: _____ Credits: _____ Title: _____ Quarter Completed: _____

Course #: _____ Credits: _____ Title: _____ Quarter Completed: _____

Course #: _____ Credits: _____ Title: _____ Quarter Completed: _____

Student Signature: _____

FOR INTERNAL USE ONLY

Department _____ Dept Chair Signature _____

Approved Denied Please attach rationale Date

Executive Dean Signature: _____

Approved Denied Date

Dean of Enrollment Services _____

Approved Denied Date