

Alfred University

Waiver or Substitution in an Undergraduate Degree Program

Student Information:

ID#	Name (last, first, middle initial)	College/School	Catalog Term* (found in Banner)
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*Catalog Term is the term in which the student was admitted or last readmitted to an AU degree program. Catalog Term determines the catalog the student is "under" and the degree requirements the student must complete.

To be completed and signed by Division Chair/Program Director or Dean as appropriate, depending on the college/school and the nature of the waiver/substitution.

A substitution or waiver is approved in the _____ Major Minor

or, approved in: General Education Other: _____

Nature of Waiver or Substitution:

For Substitutions or Waivers of Specific Required Courses:

Catalog Requirement:

SUBJ	Course No.	Credit Hours	Title:

Substitution: (if any)

SUBJ	Course No.	Credit Hours	Title:

If the substitution is a transfer course, indicate college or university where it was taken: _____

Approver's Name	Date
Approver's Signature	

Forward completed form to the Registrar's Office in the Student Service Center, where the waiver or substitution will be recorded. Student and advisor(s) will see the adjustment in the student's online Degree Evaluation when it has been recorded.