

Course Substitution/Waiver Form

When course content of two courses is not equal, a substituting course may be used to meet a requirement. The substitution must meet the content and/or spirit of the requirement. Waiving a required course does not reduce the amount of credits required for completion of the degree program.

Student Name: _____ Student ID#: _____

Degree Program: _____ Request Date: _____

Student Signature: _____ Email Address: _____

Justification (attach any additional rationale and documentation such as course description, syllabus)

Course Requested Waived

Course Number	Course Title	# of Credits
_____	_____	_____

Proposed Course Title

Course Number	Course Title	# of Credits
_____	_____	_____

Signatures

____ Approve ____ Denied (If denied please state reason) _____

Advisor Signature: _____ Date: _____

**Return to:
CM 165
CMM Dean's Office
For Processing**

Note: The last 30 credit hours need to be taken at Loyola to fulfill graduation requirements