

**SOCIOLOGY DEPARTMENT
COURSE SUBSTITUTION/WAIVER FORM**

Name: _____ Program/Emphasis _____ Objective(s) _____

Directions: Consult with your committee chair (MA or PhD) in regard to substitute or waive a required course. Upon your Committee Chair's approval (indicated by his/her signature on this form), obtain the Graduate Advisor's signature for final approval. Please return this form to the Graduate Program Office, 2834 Ellison Hall, to be included in your official student file. **IMPORTANT:** All seminar courses used as a substitute will require a copy of the course syllabi accompanied with this form.

WAIVER – A waiver means the student is deemed to already have the required knowledge the course offered. The waiver “waives” his/her requirement to retake the content but not his/her need for units.

SUBSTITUTION – A substitution means that a student can use one course instead of another in order to gain required content which s/he needs to have.

REQUIRED COURSE	FOR SUBSTITUTIONS	REQUIRED SIGNATURES
<input type="checkbox"/> Waiver or <input type="checkbox"/> Substitution <hr/> <i>required course</i>	Course # & title _____ <i>course already taken</i> Institution _____	Committee Chair _____ Graduate Advisor _____
<input type="checkbox"/> Waiver or <input type="checkbox"/> Substitution <hr/> <i>required course</i>	Course # & title _____ <i>course already taken</i> Institution _____	Committee Chair _____ Graduate Advisor _____
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