COURSE SUBSTITUTION / WAIVER FORM

- This form is used to substitute or waive specific requirements of the major when the student has taken equivalent or higher level courses at PMU or other accredited institution.
- Applicable for cases of change of major, Placement test, etc...

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SN Code

Credit Hours

Code

Title

Year Taken

PMU Course Substitution due to student change of major (Please attach Student Academic Transcript)

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Reason (attached supporting document):

Registration Officer Name

Signature Date

For Academic Advisor, Department Chair and College Dean Use Only

Comments:

☐ Recommend

☐ Do not Recommend

Comments:

☐ Recommend

☐ Do not Recommend

Academic Advisor Name

Signature Date

Department Chair Name

Signature Date

Dean’s Comments

☐ Approved

☐ Denied

College Dean Name

Signature Date

Registrar Use Only

Verified and processed by

Signature Date

copies: Green - Registrar Office Copy

White - Student Copy

Yellow - College Dean / Dept. Chair

REG/CSW/Form021