



REQUEST FOR SUBSTITUTION OF SUBJECTS

Name:	Student No.	Course:	Year:	Date:

The Dean

CSWCD

I have the honor to request for the following substitution:

Subject Required	Units	Subject Taken	Units	Semester Taken	Grade	Reason

Respectfully yours,

 Signature of Student

Recommendation of the Adviser:

Approval //

Disapproval //

 Signature over printed name

Recommending approval:	Dept.	Recommending approval:	Dept.	Action Taken: Approved // Disapproved //
_____ Signature over printed name Department Chair (Subject Required)		_____ Signature over printed name Department Chair (Subject Taken)		_____ Dean Signature over printed name