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 **Course Substitution Form**

Use this form to request an alternative course offered at UNCP to be accepted in lieu of a course listed in the required program of study. This form must be completed and approved in order for the substitute course to be counted towards degree requirements for graduation.

Name: Click here to enter text. Date: Click here to enter text. Banner ID: Click here to enter text.

Degree Program: Click here to enter text.

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**Directions:** Use a separate form for each course substitution requested.

**I request** Click here to enter text. (*include course prefix, course number, and complete course title)* **be substituted for** Click here to enter text. **which is required for my degree program** (*include course prefix, course number, and complete course title)****.***

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

I approve the substitution specified above.

Program Director Printed Name: Click or tap here to enter text. Date: Click here to enter text.

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Program Director Signature

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**Rationale:** Click or tap here to enter text.

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 Dean of The Graduate School Date

Please submit this form to The Graduate School located in Hickory Hall North. The form will be filed in the student’s permanent student folder and, if approved, will provide documentation of a course substitution for the degree audit that is conducted when the student applies for graduation.

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| Copies for: Student File Program Director (see above) Advisor (see above) | *Revised 20200310 gl* |