

*I have examined the educational credentials and academic plans of the student named below and recommend that the following course be substituted with another. No additional credit granted.*

Student Information:			
Student <b>LAST</b> Name:			
	[PRINT CLEARLY]		
Student <b>FIRST</b> Name:			
	[PRINT CLEARLY]		
Student Major:	<input type="checkbox"/> BSE <input type="checkbox"/> CE <input type="checkbox"/> ChE <input type="checkbox"/> EE <input type="checkbox"/> ME	Grade Level:	<input type="checkbox"/> 1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th <input type="checkbox"/> Grad
Residential Address:			
Contact Information:	Email:		Phone:
Are you an International Student?	<input type="checkbox"/> Yes* <input type="checkbox"/> No	*If yes, please have DSO sign: _____ Date: _____	

Course to be Substituted:		
Course Code ▼	Course Title ▼	Number of Credits ▼
This course is: <input type="checkbox"/> a required course <input type="checkbox"/> an elective		

Course to be Used Instead:		
Course code ▼	Course title ▼	Number of Credits ▼

Reason(s) for Substitution (ABET Required):
_____ _____ _____ _____ _____ _____ _____ _____ _____

--- STOP HERE: Please save file as is and email document to Betsy Quitugua in the Dean's Office. Betsy will take care of signatures. ---

Required Signatures:		
Get 'one' of the following signatures: <input type="checkbox"/> your Academic Advisor <input type="checkbox"/> Engineering Department Chair	(Print)	
	(Sign)	Date:
Dean Signature:	(Sign)	Date: