



## General Education Course Substitution and Waiver Request Form

STUDENT NAME: \_\_\_\_\_

Student ID: \_\_\_\_\_

Student Classification: Fr: \_\_\_ So: \_\_\_ Jr: \_\_\_ Sr: \_\_\_

I am requesting a course substitution for the following General Education Requirement \_\_\_\_\_

I am requesting a course waiver for the following General Education Requirement \_\_\_\_\_

**Rationale:**

Please attach a rationale for your request. Include a course description and syllabus for the course you wish to serve as a substitute, as well as a narrative of no more than one page that explains why you believe it is a reasonable substitution for the SMU General Education Requirement.

**Signatures (must be obtained in order):**

1. Student Advisor:

\_\_\_\_\_ Date: \_\_\_\_\_ Informed: \_\_\_ Denied: \_\_\_\* (explain below)

2. Director of General Education (after consultation with appropriate Department Chair and/or Academic Dean)

\_\_\_\_\_ Date: \_\_\_\_\_ Approved: \_\_\_ Denied: \_\_\_\* (explain below)

Consultation Notes:

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**\*Reason for Denial:**

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Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Return this form to the Office of the Registrar once all signatures have been acquired.