

Does the Office of Financial Aid, Veterans Affairs, and Scholarships need to be notified?  Yes  No

Student ID Number \_\_\_\_\_

Student Name (Last, First, MI) \_\_\_\_\_

 \_\_\_\_\_@students.pensacolastate.edu  
 Pirate Mail

 Program of Study  
 AA  AS  VC  CCC  
 ATD  ATC  AS  BAS  BSN

**Complete the appropriate section of the form below.**

Course Substitution Request	
(Use another form if requesting more than three substitutions)	
Required Course (Number and Title)	Requested Substitution (Number and Title)
Justification to use a different course other than the course required in the program: _____ _____	

Effective Catalog Adjustment Request	
Catalog Requirements in effect at this time _____	Requested Catalog _____
Justification to use a different catalog other than the one in effect when you began the program: _____ _____	

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

Date \_\_\_\_\_

**The student is responsible for checking Pirate Mail for decision.**

Advisor Review \_\_\_\_\_

Date \_\_\_\_\_

 Support student's request  Do not support request

Department Head \_\_\_\_\_

Date \_\_\_\_\_

 Approve request  Disapprove request

Dean \_\_\_\_\_

Date \_\_\_\_\_

 Approve request  Disapprove request

Reason(s) for disapproval \_\_\_\_\_

Registrar Use Only	
Registrar Signature _____	Date _____
Revised: 03/02/2020	