Course Substitution Form

First Name: ___________________________  Last Name: ___________________________

Student ID#: ___________________________  NTCC Campus: ___________________________

NTCC Program/Major: ___________________________  Anticipated Graduation Term: ___________  
(ex: “Practical Nursing” or “Welding”)  (ex: Fall 2020)

Degree/Credential Level: ___________________________  Program Code: ___________________________
(ex: “TD” or “Technical Diploma”)  (ex: “TD-PNUR”)

Course Substitution Request:
The following substitution for an academic requirement is requested:

<table>
<thead>
<tr>
<th>Course</th>
<th>Requested Course or Requirement Substitution</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Ex: “ARTS 1000”)</td>
<td>(Ex: “ARTS 1010” or “Humanities Requirement”)</td>
</tr>
</tbody>
</table>

Written Justification: Please provide a written justification statement that includes what your substitution request is and why you believe it should be approved:
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________

Student Signature: ___________________________  Date: _______ / _______ / _______

Associate Provost Approval

☐ Approved  ☐ Denied

Comments (if applicable): ______________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________

Associate Provost Signature: ___________________________  Date _______ / _______ / _______