1. Student Information

Name (Last, First MI)

[   ]

Student ID (L#)

[   ]

Major

[   ]

Concentration

[   ]

Minor

[   ]

2. Course Information

We are requesting a substitution within the:

◯ Major   ◯ Minor

Substitute (course subject & number)   Requirement (course subject & number)

[   ] [   ]   For   [   ] [   ]

[   ] [   ]   For   [   ] [   ]

[   ] [   ]   For   [   ] [   ]

[   ] [   ]   For   [   ] [   ]

> **Substitutions for major or minor requirements should come from appropriate disciplinary courses.**

> **General Education Requirements may NOT be substituted. These conditions require a petition to be submitted through the Faculty Petitions Commitee.**

3. Chair Approval

_____   _____

Chair Signature   Date

4. Submission

Return request in person or from your live.longwood email account to: **registrar@longwood.edu**