

# COURSE SUBSTITUTION REQUEST

## College of Natural Resources and Environment

**INCOMPLETE FORMS WILL BE RETURNED WITHOUT APPROVAL. PLEASE COMPLETE FORM IN INK.**

Initials ONLY: \_\_\_\_\_

Email: \_\_\_\_\_

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

Expected Graduation Date: \_\_\_\_\_

Advisor: \_\_\_\_\_

Class:  Freshman  Sophomore  Junior  Senior

Major: \_\_\_\_\_

Have you applied for your degree? \*  Yes  No

Option: \_\_\_\_\_

\*If you plan to graduate in the next two years and have not applied for your degree, you will need to do so on HokieSPA.

**For verification of transaction, student should request a DARS (Degree Audit Reporting System) report on HokeSPA.**

COURSE TAKEN		
Course Code (Dept. & Number)	Title	Credits

REQUIRED COURSE			
Course Code (Dept. & Number)	Title	Credits	This course is a:
			<input type="checkbox"/> Major <input type="checkbox"/> CLE* <input type="checkbox"/> Minor
			<input type="checkbox"/> Major <input type="checkbox"/> CLE* <input type="checkbox"/> Minor
			<input type="checkbox"/> Major <input type="checkbox"/> CLE* <input type="checkbox"/> Minor
			<input type="checkbox"/> Major <input type="checkbox"/> CLE* <input type="checkbox"/> Minor

### REASON FOR REQUEST

\*All substitution requests for **CLE areas** must explain how it meets the CLE Area goals (<http://www.cle.prov.vt.edu/>).\*

When all signatures have been obtained through #3 (Curriculum Committee Approval), return form to the CNRE Advising Center, 138 Cheatham Hall, for final signature and processing.

\_\_\_\_\_  
1. Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
2. Advisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
3. Curriculum Committee

\_\_\_\_\_  
Date

\_\_\_\_\_  
4. Academic Dean

\_\_\_\_\_  
Date