



SUBSTITUTION FORM

for General Education (GenEd) or Major Requirements

This form should be submitted as soon as possible, but no later than the preregistration period before the student's last semester of course work at the university. All GenEd substitution requests must be submitted during the first year of enrollment at LMU.

Student Instructions: Fill out with your advisor.

Advisor: Submit signed form to appropriate area(s) for approval. (Attach course descriptions to submit to the GenEd Committee if necessary.)

ALL SUBSTITUTIONS ARE SUBJECT TO UNIVERSITY POLICIES.

Student Name: _____ Major: _____ Student ID#: _____
Current Phone #: _____ Catalog year used for advisement: _____
Advisor: _____ Anticipated date of graduation: _____

Reason for the request: _____

LMU GenEd Requirement	Course to substitute for LMU GenEd (List original school & course name, number, & title)		GenEd Committee (Print Name & Sign if approved)	Registrar's Office
EX:LMU Course <i>ENGL 310</i>	Institution: <i>Univ. of Tennessee</i>	Course Name, Number, and Title: <i>ENGL 232 – American Literature II Civil War to Present</i>	<i>Jane Smith</i> <i>Jane Smith</i>	Initial & Date

Registrar's Office Notes: _____

LMU Major/Licensure Requirement	Course to substitute for major course (List original school & course name, number, & title)	Department Chair (Print Name & Sign if approved)

Professional Advisors must submit form to the Registrar's Office for Degree Audit processing. Please allow one week to process.

Advisor

Date

School Dean

Date