



# PETITION TO SUBSTITUTE Major Requirements

**STUDENT:**

1. Complete this petition (*one form per course substitution*)
2. Attach supporting documentation (*both course description and course syllabus are required*). Official transcripts must be on file with Admissions and Records.
3. Submit petition and supporting documentation to the Graduation Office/Admissions Office at Santiago Canyon College.

*This petition is valid for 2 years, and it is valid only for the catalog year and major which you list below.*

_____	_____	_____	_____	_____
First	Middle	Last		Student ID
_____	_____	_____	_____	_____
Address	City	St	Zip	Phone
_____				
E – mail Address				
_____			_____	
Major			Catalog Year	

- This will be use for:**
- Associate Degree
  - AA-T/AS-T Degree
  - Certificate of Achievement
  - Certificate of Proficiency

**Substitute:**

I hereby petition to substitute the following course: \_\_\_\_\_ with the  
Course required at Santiago Canyon College

following course: \_\_\_\_\_ from  
Course Number and Title

\_\_\_\_\_, Units \_\_\_\_\_ Grade \_\_\_\_\_  
Name of College/University where course was taken

**Rational for this request:** \_\_\_\_\_

\_\_\_\_\_  
**Student Signature** **Date**

**FOR OFFICE USE ONLY**

This petition has been reviewed by the Graduation Specialist. The decision is indicated below.

Graduation Specialist: \_\_\_\_\_ Approved / Needs further review Date: \_\_\_\_\_

Comments: \_\_\_\_\_

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This petition has been reviewed by the appropriate department and division. The decision is indicated below.

Department Chair: \_\_\_\_\_ Approved / Denied Date: \_\_\_\_\_

Division Dean: \_\_\_\_\_ Approved / Denied Date: \_\_\_\_\_

Comments: \_\_\_\_\_