

University of Nevada, Reno
REQUEST FOR COLLEGE AND MAJOR REQUIREMENT SUBSTITUTIONS/WAIVERS

Student Name: _____ ID# _____

First Major: _____ Second Major (if applicable): _____

First Minor (if applicable): _____ Second Minor (if applicable): _____

Catalog Year on DARS: _____ CHANGE CATALOG YEAR TO*: _____

The following action is for a single student only. Attach copy of the relevant pages of the DARS report with the requirements circled and requested exceptions/waivers noted. To be official, this form must be returned directly from the College or Department Office. Changes to majors or minors must be submitted on the Change of Major Form or Change of Minor Form. **Use reverse of this form to provide the rationale for changes to catalog year and/or any other notes on substitutions/waivers.*

Course substitutions:

Requirement/ sub-requirement name	Requirement Type: College/School C Major M Minor R	Required Course	Substitute Course	Where Taken	When Taken*	DARS Office Use ONLY PSEUDO CRSE / EXCP type

Substitutions for Core Curriculum courses should be submitted on the Core form <http://www.ss.unr.edu/records/forms.asp>. *Substitutions will be processed only for coursework the student has completed or in which he/she is currently enrolled at this university.

Requirement waivers: Waivers do not generate units; students must complete the total hours required for their degree.

Requirement/ sub-requirement name	Requirement Type: College/School C Major M Minor R	Required Course	Waive Course	Waive Requirement/ Sub-Requirement	DARS Office Use ONLY PSEUDO CRSE / EXCP type

Advisor or Coordinator: (Required for all substitutions.) _____ Date: _____

Dept. Chair or designee: (Required with Advisor for substitutions to Major requirements.) _____ Date: _____

Dean or designee: (Required with Advisor & Chair for substitutions to College/School requirements.) _____ Date: _____

For DARS Office Use ONLY	Encoder: _____	Date: _____
Notes: _____		