Course Substitution Petition
College of Engineering
The University of Texas at El Paso

Student Name:	
ID #	
UTEP email:	_____@miners.utep.edu
Cell Phone #:	915-xxx-xxxx
MAJOR:	

The student identified above has taken course(s) that should be utilized as substitutions for required or elective courses on his/her UTEP degree plan. The course(s) are enumerated below, and justifications for the substitutions are listed below.

Instructions: ***Please edit the examples provided below, and add or eliminate rows in the table below, as needed. Each substitution action must have an associated justification, please edit samples as appropriate. Total substitution credit hours must be equal to, or greater than, substituted credit hours.***

Action #	SUBSTIUTE COURSE(s) taken at _____UTSA_____				REQUIRED COURSE(s) at UTEP		
	Course as it appears on UTEP transcript				Course as it appears on UTEP degree plan		
	Course (SUBJ & #)	Course Title	Grade	SCH	Course # (SUBJ & #)	Course Title	SCH
1							
2							
3							
4							
		TOTAL CREDIT HOURS				TOTAL CREDIT HOURS	

Justification:

1. _____
2. _____
3. _____
4. _____

Approvals:

_____	_____	_____
Academic Advisor	Advisor's Signature	Date
_____	_____	_____
Chair	Chair's Signature	Date
Dr. Benjamin C. Flores ___	_____	_____
Associate Dean of Engineering	Signature	Date

*--- for **E-Paso Office** use **ONLY** ---*

SHEET: Summer 2018 (201830) ENTRY #: _____ Logged By: _____ DATE: _____, 2018
Processed By:_____ DATE: _____, 2018

Rev. 07/28/2017