



PETITION FOR SUBSTITUTION OR EXEMPTION OF UNCA REQUIREMENT

This petition requests a substitution or exemption for:
\_\_\_ ILS/General Education Requirement
\_\_\_ Major Requirement
\_\_\_ University Requirement (see catalog for specific policy)
\_\_\_ Other

Return the completed form to the Office of the Registrar, OneStop Student Services, 253 University Hall. Forms without the appropriate Department Chair/Program Director and Advisor signatures will not be accepted.

Name \_\_\_\_\_ UNCA ID # \_\_\_\_\_
UNCA E-mail \_\_\_\_\_ Advisor \_\_\_\_\_
Major \_\_\_\_\_ Expected Graduation Date \_\_\_\_\_

REQUEST FOR SUBSTITUTION OF A REQUIREMENT
Attach additional documentation, if needed.
Requirement \_\_\_\_\_
Substitution \_\_\_\_\_ Institution Awarding Credit \_\_\_\_\_
Rationale \_\_\_\_\_

REQUEST FOR EXEMPTION OF A REQUIREMENT OR OTHER REQUEST
Attach additional documentation, if needed.
Requirement \_\_\_\_\_
Rationale \_\_\_\_\_

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

Department Chair/Program Director supporting this request: (Required for ILS/General Education and Major Requests)

Signature \_\_\_\_\_ Department \_\_\_\_\_ Date \_\_\_\_\_

Advisor supporting this request: Signature \_\_\_\_\_ Date \_\_\_\_\_

Received in Registrar's Office by: \_\_\_\_\_ Date \_\_\_\_\_

Associate Vice Chancellor or Designee: \_\_\_\_\_ Approved \_\_\_ Denied \_\_\_ Date: \_\_\_\_\_

Date student notified of results by e-mail: \_\_\_\_\_