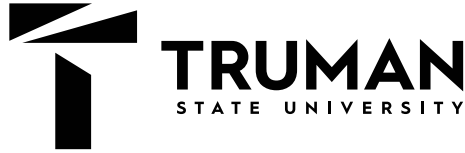


# Substitution Form



Students petitioning for a substitution should complete this form and submit it and all required documents to the Department Chair of your major program or the Department Chair of your minor. If the request is approved, it will be forwarded to the Dean as listed on the back of this form. If the request is denied, the form will be returned to the student. If the requirement is in the LSP or The Dialogues, submit this form and all required documents to the Dean as listed on the back of this form.

Name: \_\_\_\_\_ ID#: 00 \_\_\_\_\_

Phone Number: \_\_\_\_\_ Truman Email: \_\_\_\_\_

Degree (Please check one):  BA  BFA  BM  BS  BSN

Major: \_\_\_\_\_ Minor: \_\_\_\_\_

### Step 1:

I would like to submit this course: \_\_\_\_\_  
Prefix Course # Course Title

For this course: \_\_\_\_\_ OR  
Prefix Course # Course Title

For this requirement: \_\_\_\_\_

Graduation Date: \_\_\_\_\_

In this area of my degree program:

- Major
- Minor
- Required Support
- BA/BS Requirement
- Essential Skill
- Modes of Inquiry
- The Dialogues: Disciplinary Perspectives
- The Dialogues: Interconnecting Perspectives

**Step 2:** If this is a Truman course, or was a Truman Study Abroad Program, please note the semester in which the course was completed: \_\_\_\_\_

**Step 3:** Attach a copy of your current degree worksheet from Degree Works.

**Step 4:** If this course was not completed at Truman or was not a Truman Study Abroad program, please list the name of the institution and semester completed: \_\_\_\_\_

**Step 5:** Anticipated Graduation Date: \_\_\_\_\_

**Step 6:** Obtain your advisor's signature below:

*"By signing this form, I acknowledge that I have discussed this situation with this student."*

Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dean's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Registrar's Office Use:

\_\_\_ Substitution Processed

Signature: \_\_\_\_\_

\_\_\_ Substitution Not Processed

Signature: \_\_\_\_\_

Approval Signatures for Substitution form:

### Essential Skills

Writing as Critical Thinking	Chair of English & Linguistics – MC 310
Mathematics	Dean of School of Science & Mathematics – MG 2004
Statistics	Dean of School of Science & Mathematics – MG 2004
Personal Well Being	Dean of School of Health Sciences & Education – VH 2300
Public Speaking	Dean of School of Social & Cultural Studies – MC 214

### Modes of Inquiry

Mathematics	Dean of School of Science & Mathematics – MG 2004
Life Science	Dean of School of Science & Mathematics – MG 2004
Physical Science	Dean of School of Science & Mathematics – MG 2004
Aesthetic Literature	Dean of School of Arts & Letters – OP 1101
Aesthetic Art	Dean of School of Arts & Letters – OP 1101
History	Dean of School of Social & Cultural Studies – MC 214
Philosophy and Religion	Dean of School of Social & Cultural Studies – MC 214
Social Science	Dean of School of Social & Cultural Studies – MC 214

### Interconnecting Perspectives

Truman Days/Week Experience	Director of Center for Academic Excellence – KB 112
Junior Interdisciplinary Seminar	Chair of Interdisciplinary Studies – MC 332
Writing Enhanced	Chair of Interdisciplinary Studies – MC 332
Intercultural	Chair of Interdisciplinary Studies – MC 332
Foreign Language	Chair of Classical & Modern Languages – MC 310
Self & Society Seminar	Provost Office – MC 203
Truman Symposium	Provost Office – MC 203
High Impact Experiences	Provost Office – MC 203

### Disciplinary Perspectives of The Dialogues

Arts & Humanities	Dean of School of Arts & Letters – OP 1101
Communication Skills – Writing	Dean of School of Arts & Letters – OP 1101
Communication Skills – Speaking	Dean of School of Social & Cultural Studies – MC 214
Social	Dean of School of Social & Cultural Studies – MC 214
STEM: Lab Science	Dean of School of Science & Mathematics – MG 2004
STEM: Math	Dean of School of Science & Mathematics – MG 2004
STEM: Other	Dean of School of Science & Mathematics – MG 2004
Statistics	Dean of School of Science & Mathematics – MG 2004