

**Instructions** Do not hand write - Must be typed

Use this form to substitute an elective course that has not been taken and graded on an approved candidacy form. Graded course(s) cannot be dropped from the candidacy form. Substitution of core courses requires a department chair signature. Please use the Request for Core Course Substitution form.

**Student Information**

Last Name First Name, M.I.  
 Student ID Previous Name, if any  
 Major

**Course to be Dropped**

Course Prefix and Catalog No. (e.g., Biol 234)

Course Title	Units	Semester/Year
Course Prefix and Catalog No.		
Course Title	Units	Semester/Year

**Course to be Added**

Institution (University) if not taken at SJSU:  
 Note: If course is taken elsewhere, official transcripts must be on file at the GAPE office. A copy of the official transcripts or the unofficial transcripts can be submitted to the graduate advisor

Location of Institution above (City, State, Country)

Course Prefix and Catalog No.		
Course Title	Units	Semester/Year
Course Prefix and Catalog No.		
Course Title	Units	Semester/Year

**Comments, if needed**

**Signatures**

This is to certify that the department approves the substitution.

Graduate Committee Chair or Graduate Advisor (print) \_\_\_\_\_ Approved    Denied

Graduate Committee Chair or Graduate Advisor (signature) \_\_\_\_\_ Date \_\_\_\_\_