



Curricular Adjustments For  
Graduation Requirements Advising Database  
**GRAD Substitution/Waiver Request Form**

A **course substitution** is used when a required course can be replaced by another appropriate course.  
A **course waiver** is used when a student is exempt from taking a required course. The waiver does not reduce the total number of credits required for graduation.

Student's Name: \_\_\_\_\_ ID#: \_\_\_\_\_

Is allowed to substitute/waive the following course(s) for the following (list only the program to be applied to):

Degree \_\_\_\_\_ Major \_\_\_\_\_ Minor \_\_\_\_\_ Catalog Year \_\_\_\_\_

**COURSE SUBSTITUTION**

**Required Course(s):**

Rowan Course# \_\_\_\_\_ Title \_\_\_\_\_ Credits \_\_\_\_\_

Rowan Course# \_\_\_\_\_ Title \_\_\_\_\_ Credits \_\_\_\_\_

**Substituted Course(s):**

Rowan Course# \_\_\_\_\_ Title \_\_\_\_\_ Credits \_\_\_\_\_

Rowan Course# \_\_\_\_\_ Title \_\_\_\_\_ Credits \_\_\_\_\_

**COURSE WAIVER (This waiver does not reduce the total number of credits required for graduation)**

**Waived Course(s):**

Rowan Course# \_\_\_\_\_ Title \_\_\_\_\_ Credits \_\_\_\_\_

Rowan Course# \_\_\_\_\_ Title \_\_\_\_\_ Credits \_\_\_\_\_

**RATIONALE** \_\_\_\_\_

To help us provide consistent and accurate data to our students and maintain our GRAD database please check the appropriate box to indicate whether this is a unique or common Substitution/Waiver.

Common Substitution

Unique Substitution

**Signatures of the Academic Advisor and/or the Dean/Department Chairperson are required for Substitutions and/or Waivers to be valid!**

\_\_\_\_\_  
Academic Advisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dean/Department Chairperson

\_\_\_\_\_  
Date

**REGISTRAR OFFICE ONLY**  
**The Following has/have been adjusted:**  
 Banner GRAD Substitutions       Banner GRAD Waivers  
**Date Adjusted:** \_\_\_\_\_ **Adjustor:** \_\_\_\_\_