



ACADEMIC SERVICES

TENNESSEE TECH

SUBSTITUTION FORM (UNDERGRADUATE)

Name of student: _____ T#: _____ Date: _____
(Last) (First) (MI)

Major: _____ Expected Graduation Term/Year: _____

Required TTU Course		Course Taken (TTU or Transfer)				
Discipline/ Course #	Sem. Hrs.	Discipline/ Course #	Course Title	Institution	Sem. Hrs.	Gen. Ed. Area (if applicable)

Required attachments:

1. Provide catalog descriptions for courses not covered by articulation agreements, TBR common numbering policies, or general education transfer regulations.
2. When a course description is vague, it may be necessary to attach a checked list of learning outcomes to obtain general education credit. No attachment is needed to obtain general education credit for a non-TBR course that transfers directly to TTU as a course already on our general education list.

Reason for request: _____

Student Signature: _____ Date: _____

Approval/Comments of Advisor: _____

Signature: _____ Date: _____

Approval/Comments of Chairperson of Student's Major: _____

Signature: _____ Date: _____

Approval/Comments of Dean of College or School: _____

Signature: _____ Date: _____

Action taken by Chairperson, General Education Committee (if applicable):

Courses Approved: _____ Courses Not Approved: _____

Signature: _____ Date: _____