

**DEPARTMENT OF MUSIC AND DANCE**  
**Course Substitution Form**

Request for permission to complete a Music Department required course elsewhere or for exemption from a required course or ensemble.

Date \_\_\_\_\_

Name \_\_\_\_\_ Class Year \_\_\_\_\_

Student # \_\_\_\_\_ Major \_\_\_\_\_ Subplan \_\_\_\_\_

Local Address \_\_\_\_\_

Local Phone \_\_\_\_\_

**Course Requirement** \_\_\_\_\_  
**Course #, Title**

Instructor's name \_\_\_\_\_

**Substitution requested** \_\_\_\_\_  
**Course #, Title**

Instructor's name \_\_\_\_\_

Department \_\_\_\_\_

Institution \_\_\_\_\_

\*\*\*\*Reason for request. (Use the back of this form to explain completely your reasons for making this request.)

**(OVER)**

(complete other side also)

Explanation:

Approvals:

**Area Advisor**

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

Comments:

**Instructor of Music Department Course**

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

Comments:

**Chief Undergraduate Advisor**

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

Comments:

**Music Department Chair**

Approved \_\_\_\_\_ Date \_\_\_\_\_

Disapproved \_\_\_\_\_ Date \_\_\_\_\_

Comments: