

Keene State College
COURSE SUBSTITUTION FORM

Use this form to secure approval for the substitution of a course completed at KSC or elsewhere for a specific course or requirement at Keene State College. The student should present this form and supporting documentation (e.g., syllabus, course description, etc.) to the Academic & Career Advising Center for Integrative Studies courses or to the appropriate department chair(s) for major or minor requirements.

Name: _____ Student I.D. #: _____
Local Street Address: _____ Local Phone #: _____
City/State/Zip Code: _____
Major: _____ Advisor: _____

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INTEGRATIVE STUDIES PROGRAM REQUIREMENTS:

<u>KSC or Transfer Course(s)</u>	<u>Host Institution</u>	<u>KSC Course/Requirement</u>	<u>Standing Sub?</u>
EX: SOC 115 Soc of Work, 3 cr.	Plymouth State	ISSOC, 3 cr.	Yes
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

MAJOR or MINOR REQUIREMENTS:

<u>KSC or Transfer Course(s)</u>	<u>Host Institution</u>	<u>KSC Course/Requirement</u>	<u>Standing Sub?</u>
EX: PSYC 001 Prin of Psyc, 4 cr.	UNH	PSYC 101 Gen Psychology, 4 cr.	Yes
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Comments: _____

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APPROVAL(S): Signature(s) are required for approval of the course substitution(s).

Chair or Designee: _____ Signature: _____ Date: _____
(Name Printed)

Chair or Designee: _____ Signature: _____ Date: _____
(Name Printed)

E-MAIL OR DELIVER COMPLETED FORM TO THE REGISTRAR'S OFFICE