



College of Education

Graduate Course Substitution

This form should be used when substituting any course work that is used to fulfill a requirement for State licensure. It may be used to provide documentation to the Alaska Department of Education and Early Development that the intent of a specific course for one of UAA's State-approved programs for certification/endorsement has been met.

Name: _____ ID: _____

Program: _____

I request the following course substitution for my graduate program because I have taken a similar course at another institution.

I request to substitute _____ (course description or syllabus
(Course Prefix, Number and Name of course)

must be attached) **from** _____, **a regionally accredited institution,**
(Name of College or University)

for _____.
(Course Prefix, Number and Name of UAA course)

Student's Signature **Date**

Note: A course that has been used to fulfill degree/certificate requirements at another institution may not be used to fulfill degree/certificate requirements at UAA, therefore, the course cannot be included on a Graduate Program Plan and used toward the total number of credits required for the UAA degree/certificate. The course, however, may be used to fulfill the intent of a course requirement for purposes of State licensure.

ADVISING SIGNATURES

Student's Graduate Advisor

Approved Comments:
 Not Approved

Advisor's Signature **Date**

Department Chairperson

Approved Comments:
 Not Approved

Chair's Signature **Date**

Copy to Student File
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