



Application for Course Substitution (UNDERGRADUATE)

The School of Computer Science and Engineering (CSE) may allow students to substitute a core or elective course if the replacement course is of a suitable level and content. This application should be submitted for consideration to the CSE Student Office. A separate form should be completed for each course you wish to substitute. Email regarding this application will be sent to your CSE account.

SECTION 1 – STUDENT INFORMATION

STUDENT NUMBER:

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FAMILY NAME: _____ GIVEN NAMES: _____

PROGRAM: _____ PHONE NO: _____

SECTION 2.1 – SUBSTITUTION DETAILS

I WISH TO ENROL IN:

Semester: *Eg: s1, 2004* NSS Class number: *8449* Course Code: *COMP9314* Course Name: *Next Generation Databases*

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INSTEAD OF:

One Elective OR One Compulsory Course: _____

Have you completed the prerequisites for this course? No Yes No requisites

Reason for requesting substitution: _____

Student's Signature: _____ Date: _____

SECTION 2.2 – COURSE AUTHORITY APPROVAL

It is the student's responsibility to obtain approval to enrol in the SUBSTITUTE course. If the course is from outside CSE, you should contact the lecturer in charge, or the School Office involved. CSE courses can be approved by the CSE Student Office.

Permission Granted? No Yes Comments: _____

Course Authority Name: _____ Phone: _____

Course Authority Signature: _____ Date: _____

SECTION 3 – STUDENT OFFICE APPROVAL

SUBSTITUTION **APPROVED** SUBSTITUTION **NOT APPROVED**

COMMENTS: _____

APPROVED BY: _____

SIGNATURE: _____ DATE PROCESSED: _____

DATE: _____ STUDENT NOTIFIED: _____