

Instructions:

- Use for course equivalent and/or substitution of a course from another institution. If the course is taught at FAU then use the "Undergraduate Student Petition" form.
- You must attach a separate description for each course to be reviewed. Most US college catalogs are available on-line at www.Colleesource.org. If a course description is not in English, submit a copy in the original language and your English translation.
- If you handwrite your responses on this form, you must print using block letters. Further, please include only one (1) proposed FAU course per petition.
- Submit completed petition (including attachments) to the Department of Psychology (BS 12 room 101).
- All documentation becomes property of the Department and will not be returned or saved. The student should keep originals of important documents and submit only copies to the Department.
- A usual time frame is 2 weeks after submission for notification of decision; notification is by e-mail. If you do not provide an e-mail address or if the address cannot be read, you will not be notified.
- Student are required to earn at least the last 30 upper-division credit hours toward the baccalaureate degree in residence at FAU and at least 75% of all upper-division courses in the major department from FAU. Approved petitions never override the University's requirement.

Last Name: _____ First Name: _____ Z#: _____

Daytime Phone #: (____) _____ - _____ FAU E-mail (required): _____ @ fau.edu

Major(s): _____ Primary Campus (indicate one): Boca Davie Jupiter PSL

Minor(s): _____

I hereby petition the Department of Psychology to accept the following course as an equivalent/substitute (former institution):

Course Title: _____

Prefix and Number: _____

College where taken & year: _____

City, Country: _____

Proposed FAU Department of Psychology Equivalent/Substitute (specific course):

(Check here if this is for a course to be taken at another college in the future)

Departmental Use:

Course Equivalent (for future cases)		Course Substitute (this case only)	
---	--	---------------------------------------	--

YES	NO	YES	NO
-----	----	-----	----

Signature of Dept. Coordinator or Representative

Date: _____

Comment to Student: _____

Internal Comments: _____