## School of Business

THE GEORGE WASHINGTON UNIVERSITY

## Course Substitution Request

Student Name:	GWID:
GW Email:	@gwmail.gwu.edu
Degree: $\square BAccy \square BBA \square BSC$	Concentration/Major(s):
	leted Department and Course Number Title
	<b>During:</b> Spring Summer Fall <b>Year:</b>
For use towards the following requireme	ent:
<b>Reason for Request:</b> (Explain why this substitution should be considere	d and use a separate sheet if additional space is needed)
Student Signature:	Date:
Department/Faculty Approval Signature and Date	Name & Department
(Signature Indicates Approval)	(Please Print)
Comments:	
GWSB Advisor Signature and Date Comments:	🗌 Approve 🗌 Deny
Assistant/Executive Director Signature and Date Comments:	Approve Deny

Course Substitution Requests may take **5 to 10 business days to process.** Requests that require consultation with other academic departments may take longer. Students are notified of final decision by email. Requests on the basis of **not knowing requirements** will not be considered. Faculty approval will be considered, but does not guarantee approval. UW1020 and WID requests must be submitted to the University Writing Programs directly.

Updated 08/01/2019