



*Please complete this form when requesting a substitution for UNIV 110. Any course considered must have been completed at a regionally accredited institution. Approval of this substitution applies only to the individual student. Approval of this substitution does not waive the PSR2 General Education requirement.*

1. Students will submit the form to the Center for Engaged Teaching and Learning (CETL), Old Main 101, along with course syllabi, description, and any additional materials (if needed). Please complete all student information required on the form prior to delivery of substitution request materials.
2. The CETL Faculty/Staff committee will evaluate materials, determine approval of the substitution, and, if applicable, complete the course information and rationale(s) and then sign the form.
3. The CETL Director will review the materials and recommendation of the committee and sign the form, if applicable. If the substitution is not granted, the student is responsible for completing UNIV 110 as stated under the Minot State University General Education requirements.
4. The CETL Director will return the approved substitution form to the Registrar's Office. The Registrar's Office will record the substitution in the student's Academic Advisement Report.

Student Name \_\_\_\_\_ Student ID # \_\_\_\_\_ Date \_\_\_\_\_

**Substitution for UNIV 110 requirement only. This substitution will not waive the PSR2 – developmental requirement under the Minot State University General Education requirements.**

Transfer Institution:
Transfer Course Information (Course Number/Name/ Description):
Student rationale for substitution:
CETL rationale for decision regarding this substitution:

This substitution request was: Approved  Denied

Approval for UNIV 110 course:

\_\_\_\_\_  
Signature of CETL Faculty/Staff representing review committee Date

\_\_\_\_\_  
Signature of CETL Director Date