COURSE SUBSTITUTION REQUEST

Name ___________________________________________ Panther ID # ____________________________
Street Address __________________________________________ Phone # ____________________________
City/State/Zip code __________________________________________ Date of Request ____________________________
FIU Email Address __________________________________________

Major: ☐ Advertising ☐ Digital Media Studies ☐ GSC – Global Strategic Communications
☐ Public Relations ☐ Journalism ☐ Spanish Journalism
☐ Broadcast Media ☐ Other (specify)

Required Course
Title: ____________________________ (Course Prefix) _______ (Course Number) _______

A minimum grade of “B” is required for any course to be substituted for an SJMC requirement.

Requested Substitution
• Attach a copy of the course syllabus.
• Attach the (un)official transcript to verify grade if course was taken outside of FIU.
• Attach your current PDA.
• Attach any other pertinent information to support your request.

Title: ____________________________ (Course Prefix) _______ (Course Number) _______
From: (Institution) ____________________________ Year: _______ Credits: _______ Grade: _______
Term: ____________ Year: _______ Credits: _______ Grade: _______

Reason for Requesting Substitution:
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Student Signature: ____________________________ Date: ____________________________

OFFICE USE ONLY
Reviewed by ____________________________ Date: ____________________________

Will the course be taken at another institute? ☐ Yes ☐ No
Will the course be counted towards the last 30 credits? ☐ Yes ☐ No

Department Chair: ____________________________ Date: ____________________________
☐ Approved ☐ Denied

Associate Dean: ____________________________ Date: ____________________________
☐ Approved ☐ Denied

Dean: ____________________________ Date: ____________________________
☐ Approved ☐ Denied
(Needed only when course is taken at another university and counts towards the last 30 credits.)

PDA CORRECTION: Date Completed ____________________________ Initials ____________________________