



FOR OFFICIAL USE: OFFICE OF THE REGISTRAR

DATE RECEIVED: \_\_\_\_\_

DATE ENTERED: \_\_\_\_\_

**Bethune-Cookman University**  
**STUDENT SUCCESS CENTER**

**COURSE SUBSTITUTION REQUEST FORM**

PLEASE PRINT CLEARLY (ONE FORM PER COURSE)

Students may request that a course previously taken at another institution or at Bethune-Cookman University be used in place of specific course or degree requirement for a program at BCU. Students must obtain the Course Substitution Request form from the Student Success Center and obtain appropriate signatures (approval) as indicated on the form: major area success coach and the academic dean of the area responsible for the substituted course.

NAME: \_\_\_\_\_ B-CU ID#: \_\_\_\_\_ DATE: \_\_\_\_\_

MAJOR: \_\_\_\_\_ MINOR: \_\_\_\_\_

\_\_\_\_\_ FOR \_\_\_\_\_

STUDENT SUCCESS COACH: \_\_\_\_\_ DATE: \_\_\_\_\_

ACADEMIC DEAN (COURSE): \_\_\_\_\_ DATE: \_\_\_\_\_