This form is to be used by a credential or Masters candidate requesting an exception to the course requirement for a particular program.

To submit for a course substitution: A petition to substitute a course must include a photocopy of transcript verifying grade (do not submit originals; these will not be returned). Supplemental information to justify the substitution, petitioner must include copy of course syllabus per course if more than one course is being used.

To submit for a course waiver: A petition to waive a course must include information to justify the waiver. Evidence to support a course waiver must be included and may include verification of work experience, work samples, evidence of participation in extensive relevant training, etc. Candidates will receive a copy of this form with the final recommendation in the mail. In instances where the request has been denied, candidates may complete a Petition for Reconsideration with additional substantiation.

I petition to waive/substitute the following SDSU course: ____________
(circle one)

**Course Substitution**
I propose substituting ________ from ________________ for the SDSU course.
\[(course \#) \quad (name \ of \ university)\]

**Course Waiver**
I propose waiving __________ based on ________________________________________
\[(course \#) \quad (justification)\]

Justification for Request:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

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**FOR OFFICE USE ONLY**

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<th>Approve</th>
<th>Deny</th>
<th>Approve</th>
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Faculty Member Responsible for Course: SPED Program Coordinator or Department Chair

Date_________________________ Date_________________________

Faculty comments: ________________________________________
________________________________________________________________________
________________________________________________________________________
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