

This form is for current UMass Dartmouth students who wish to substitute or waive one or more course/degree requirements in their COIN academic advisement report. It should be completed by the student and their advisor and approved by the department chairperson. Once all signatures are obtained, it must be submitted at <https://www.umassd.edu/ssc/> via "Submit an inquiry". Select "Registrar" as the topic and "Advising Report/Course Substitutions and Waivers" under the detail drop down and include student name and ID in the elaborate on request box. You will receive confirmation from the Registrar's Office when the request has been processed in COIN.

Student Information

Last Name **First Name** **Student ID**

Major/College

Course Substitutions / Waivers

Please enter the course(s) requesting substitutions:

Course Subject & Number		Course Subject & Number
	satisfies	
	satisfies	
	satisfies	
	satisfies	

Please enter any requirement waiver requests here:

Approval Signatures

 Student Signature

 Date

 Advisor Name

 Advisor Signature

 Date

 Department Chairperson Name

 Department Chairperson Signature

 Date

 College Dean Name (if applicable)

 College Dean Signature (if applicable)

 Date