

Registration Policy

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Admission and Registration Office

دائرة القبول والتسجيل

Substitute Course Application Form

نموذج طلب تسجيل مساق بديل

Student's Name:	ID #:
College:	Major:
Term:	Year:

Course	Required Course	Substitute Course
Code & No. :		
Title :		
Credit Hours :		

For Official Use Only

Department Chair	
Signature:	Date:
College Dean	
Signature:	Date:
Office of Admission & Registration	
Registrar Signature:	Date:

Note:

A student can substitute a maximum of three courses with other equivalent ones, in terms of level, content, and credit hours if the student is unable to complete the requirements of his/her program as one or more courses are no longer offered (due to changes in curricula), or are not offered over the student's expected graduation semester.

➤ Keep in the Student's File