

Blanket Course Substitution Form

To: Admissions and Records Office

The purpose of the Blanket Course Substitution is to streamline the award application process for students whose degree or certificate:

1. Requires a DVC course(s) whose units have changed;
2. Requires a course that is no longer offered*; or
3. Requires a course/program change pending Curriculum Committee or State approval*.

With the exception of (1.) above, the Blanket Course Substitution is intended for limited – not long-term – use.

*Requires Curriculum Committee action to be completed in the next cycle.

The following course substitution/s indicated below shall be applied to the following program requirements (indicate all that apply):

- ☐ AA/AS Degree _____
- ☐ Area of Specialization _____
- ☐ Certificate of Achievement _____
- ☐ Certificate of Accomplishment _____

Effective term: (if applicable) _____

End date: (if applicable) _____

Required Course			Approved Substitution		
Course/# Ex: BUSAC 186	Course Title Ex: Principles of Accounting I	Units 3	Course/# Ex: BUSAC 186	Course Title Ex: Principles of Accounting I	Units 4

Rationale: _____

Department Chair/Program Lead

Date

Division Dean

Date