



## *Mechanical Engineering Petition for Substitution of Classes*

Date \_\_\_\_\_

Name \_\_\_\_\_

CSU ID \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

ME Student status: \_\_\_ BS \_\_\_ ME \_\_\_ MS \_\_\_ PhD

Please describe what you're requesting (e.g. substituting XX class for MECHXXX) and the justification for this request (e.g. the class I took/want to take is equivalent because...)

If you are requesting a transfer course as a substitution, please complete the following:

List the prerequisites required to take this course at the institution where you will take/have taken this course:

List how many credits this course will count for:

Please attach the syllabus from the course you have taken.

\_\_\_ Syllabus Attached?

Any other information we might find helpful as we review this request?

**Please submit this request to your MECH academic advisor.**

**For Office Use Only:**

**Received by Advisor:** \_\_\_\_\_  
MECH Advisor signature Date Received

**Date:** \_\_\_\_\_ **Reviewer:** \_\_\_\_\_

\_\_\_ **Petition Accepted** \_\_\_ **Petition Denied (please explain)** \_\_\_ **Need more info (please describe)**