CSUN | MICHAEL D. EISNER COLLEGE OF EDUCATION

Credential Office • (818) 677-2733

Credential Program Course Substitution Request

Name: _____ Student ID: _____ Date: _____

Phone: _____ Email Address: _____

Credential Program: Select One Pathway: Select One Admission Term:_____

Submit this form to the Credential Office in person or through email at credprep@csun.edu with the following items attached:

1. Catalog course description from the year you took the course.
2. Syllabi for course.

Existing policies limit the number of courses and/or units that may be substituted. Courses more than 7 years old will not be approved for substitution. No time limit for U.S. Constitution course.

CSUN Course #	CSUN Course Title	Equivalent Course #	Equivalent Course Title	College/Univ. of equivalent course	Units	Term Year

After a recommendation is made, the form will be sent for an approval decision. Once this decision is made, you will be notified via email (usually within two weeks) of the outcome.

FOR OFFICE USE ONLY:

☐ Need additional information ☐ Recommended ☐ Not Recommended

☐ Against Policy ☐ Unsatisfactory

_____

Signature Title Date

Comments: _____

☐ Approved ☐ Not Approved

_____

Signature of Credential Office Director Date

☐ Candidate Notified Date: _____ Initials: _____