

UW School of Aquatic and Fishery Sciences – Undergraduate Program Forms

FISH Course Substitution Petition

This form may be used to request the following:

- Course substitutions for AFS major or minor degree requirements
- Study abroad course conversion/transfer evaluation

Petition may be submitted for courses that have been or will be taken within two quarters of petition quarter.

Ex. For Autumn 2017 quarter petition, course must be taken between Winter 2017 and Spring 2018

HOW TO PETITION & SUBMIT FORM

To petition a course substitution or to waive an AFS degree requirement:

- Complete this form for up to four course substitutions/waivers
- Attach syllabus and assignment list for each course being petitioned – please be sure each syllabus is clearly labeled with the course number and title
- Save completed form and syllabi as a pdf with your name in the document title (ex. LastnameFirstname_CoursePetition.pdf)
- Email completed form to the SAFS Undergraduate Curriculum Chair, Prof. Kerry Naish, at knaish@uw.edu; copy safsadv@uw.edu

DECISION TIMELINE

Decisions on petitions are usually made within two weeks of request date, unless decision is needed earlier (as requested below). If you have not heard back with a decision after two weeks, you are invited to contact the SAFS Undergraduate Adviser at safsadv@uw.edu for an update.

If approved, course substitutions and waivers will be applied to student DARS as soon as possible.

Exception: Study Abroad course conversions will be made by the Study Abroad Office once student has submitted separate course conversion paperwork – student is responsible for obtaining paperwork and submitting to SAO in a timely manner.

STUDENT INFORMATION – PRINT LEGIBLY:

Date: _____ Name: _____ Student #: _____

Major: _____ E-mail: _____ Graduation Qtr: _____

Are you petitioning for Study Abroad course conversion? Yes* No

*If you said yes, please provide the following information:

Program Name/UW Dept: _____ Location (City, Country): _____

Date decision needed (allow at least one week response time): _____

Brief explanation of date needed:

Form continued on next page

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Course Substitution #1

- Course being evaluated:

Qtr/Yr Taken: _____ Course No. _____ Course Title: _____

- This course is a (choose one):
- AFS degree requirement being petitioned (AFS majors/minors only - refer to DARS):
- List courses & credits already completed (or currently in-progress) for this AFS degree requirement (refer to DARS):

Course #1: _____ Cr _____ Course #2: _____ Cr _____ Course #3: _____ Cr _____

- List additional courses & credits you plan to take for this AFS degree requirement (not incl course being evaluated):

Course #1: _____ Cr _____ Course #2: _____ Cr _____ Course #3: _____ Cr _____

- Briefly describe why you feel this course should be considered for substitution or equivalency – include information on graduation/timing restrictions, if relevant. (*attach additional page if needed*)

Decision (SAFS Only):

APPROVED

NOT APPROVED

Course Substitution #2

- Course being evaluated:

Qtr/Yr Taken: _____ Course No. _____ Course Title: _____

- This course is a (choose one):
- AFS degree requirement being petitioned (AFS majors/minors only - refer to DARS):
- List courses & credits already completed (or currently in-progress) for this AFS degree requirement (refer to DARS):

Course #1: _____ Cr _____ Course #2: _____ Cr _____ Course #3: _____ Cr _____

- List additional courses & credits you plan to take for this AFS degree requirement (not incl course being evaluated):

Course #1: _____ Cr _____ Course #2: _____ Cr _____ Course #3: _____ Cr _____

- Briefly describe why you feel this course should be considered for substitution or equivalency – include information on graduation/timing restrictions, if relevant. (*attach additional page if needed*)

Decision (SAFS Only):

APPROVED

NOT APPROVED

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Course Substitution #3

- Course being evaluated:

Qtr/Yr Taken: _____ Course No. _____ Course Title: _____

- This course is a (choose one):
- AFS degree requirement being petitioned (AFS majors/minors only - refer to DARS):
- List courses & credits already completed (or currently in-progress) for this AFS degree requirement (refer to DARS):

Course #1: _____ Cr _____ Course #2: _____ Cr _____ Course #3: _____ Cr _____

- List additional courses & credits you plan to take for this AFS degree requirement (not incl course being evaluated):

Course #1: _____ Cr _____ Course #2: _____ Cr _____ Course #3: _____ Cr _____

- Briefly describe why you feel this course should be considered for substitution or equivalency – include information on graduation/timing restrictions, if relevant. (*attach additional page if needed*)

Decision (SAFS Only):

APPROVED

NOT APPROVED

Course Substitution #4

- Course being evaluated:

Qtr/Yr Taken: _____ Course No. _____ Course Title: _____

- This course is a (choose one):
- AFS degree requirement being petitioned (AFS majors/minors only - refer to DARS):
- List courses & credits already completed (or currently in-progress) for this AFS degree requirement (refer to DARS):

Course #1: _____ Cr _____ Course #2: _____ Cr _____ Course #3: _____ Cr _____

- List additional courses & credits you plan to take for this AFS degree requirement (not incl course being evaluated):

Course #1: _____ Cr _____ Course #2: _____ Cr _____ Course #3: _____ Cr _____

- Briefly describe why you feel this course should be considered for substitution or equivalency – include information on graduation/timing restrictions, if relevant. (*attach additional page if needed*)

Decision (SAFS Only):

APPROVED

NOT APPROVED