



CERRITOS COLLEGE COURSE SUBSTITUTION FORM

SECTION I: STUDENT INFORMATION

Instructions:

1. Please type directly into each field. **A separate form is needed for each major.**
2. Complete parts I – III.
3. This form must be submitted from the Department directly to the Office of Admissions & Records via email to admissions-info@cerritos.edu.

Student Name: _____

Date: _____

Student ID: _____

Email: _____

Department: _____

Major: _____

SECTION II: SUBSTITUTION DETAILS

Course (ex. ENGL 100)	Name of Institution	Units	Course (ex. ENGL 100)	Name of External Institution	Units
	Cerritos College				
	Cerritos College				
	Cerritos College				
	Cerritos College				
	Cerritos College				

SECTION III: SIGNATURES

Both Chair and Department signatures indicate approval for the course substitution requested above. Once signed, the Department should submit to admissions-info@cerritos.edu.

Department Chair Printed Name

Department Chair Signature

Date

Department Dean Printed Name

Department Dean's Signature

Date

**The Academic Department will notify the student of the outcome of this request.*