

**School of Arts, Media + Engineering – Digital Culture  
Request for Course Substitutions**

Name \_\_\_\_\_ ID \_\_\_\_\_ Date \_\_\_\_\_

Concentration \_\_\_\_\_ Email \_\_\_\_\_

**Instructions:**

1) Provide the following information for the course you would like to see included in your degree plan:

Prefix \_\_\_\_\_ Number \_\_\_\_\_ Title \_\_\_\_\_

*(Example: Prefix: ENG Number: 101 Title: English Composition)*

Already completed the course?

Where? \_\_\_\_\_ Semester/Year: \_\_\_\_\_ Grade: \_\_\_\_\_

2) Indicate what area you would like to apply the course (*Check One*):

\_\_\_\_\_ DC Studies      \_\_\_\_\_ Media Engineering      \_\_\_\_\_ Historical/Theoretical

\_\_\_\_\_ Digital Media      \_\_\_\_\_ Related Digital Culture      \_\_\_\_\_ Concentration

3) Gather the syllabus of the course you would like to substitute. You may have to contact the faculty member that offers the course.

Note: Historical/Theoretical and Related Digital Culture are the easiest categories to substitute out. For any other category checked above, please provide your reasoning for the substitution.

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Note: Only an approved internship can substitute for Capstone, and only for one of the two required semesters.

**Return form and course syllabus to the Education Coordinator in Stauffer B-243**

Office use:

Approved/Denied \_\_\_\_\_ Initials \_\_\_\_\_ Date \_\_\_\_\_

Notes \_\_\_\_\_