COURSE WAIVER AND SUBSTITUTION FORM

GRAM Completes and signs form and forwards $\stackrel{\text{\tiny C}}{\odot}$ with supporting Ó G documents to the appropriate SPECIALT Administrative Support Staff.

ADMINISTRATIVE SUPPORT Compiles request and forwards to Divisional Dean for review and signature.

Tracks request completion.

Forwards signed form and supporting documents to the Registrar, ccing the Administrative Support Staff (for upload to the student file), and SD/PD for their records.

DIVISIONAL DEAN