

**FISHER SCHOOL OF ACCOUNTING
COURSE SUBSTITUTION**

- INSTRUCTIONS:
1. Attach a copy of the course description.
 2. Attach a course syllabus from the transferring institution (include the chapter topics covered in course).
 3. Attach a copy of the accreditation statement from the school where you took the class – usually found in the front of the catalog. (Not necessary for nationally known schools).
 4. Email this form with attachments to fsoa@warrington.ufl.edu.
 5. Once a decision is made a copy will be emailed to the address provided on this form.

Student Name _____ Major _____ Check one: Graduate Undergraduate

Student UF ID _____ Local Phone # _____ Email _____@ufl.edu

UF course number or General Education category for which you want substitution granted

Institution where course was/will be taken _____

Course name and number _____

Grade received _____ Semester and year course was/will be taken _____

School approval merely indicates that, if the student is currently or subsequently admitted to the Fisher School of Accounting, the School will not require the student to complete the UF course for which substitution is requested (provided that a grade earned is satisfactory).

1. It does not imply that other schools or colleges are obligated to accept the course substitution.
2. It does not imply approval on the part of the student's current major (if the student is not in the Fisher School of Accounting).
3. It does not imply that the course will be accepted for transfer credit (this is the responsibility of the Office of Admissions).

I have read and understand the items above _____

Student's Signature

Date

If signing electronically, must submit using UF email

Seek departmental approval

Approved

Denied

Approved

Denied

Fisher School of Accounting Approval

Signature of Department Chairperson
Where Class is Offered at UF

Date

Date