



**PETITION FOR CERTIFICATE/MINOR COURSE SUBSTITUTION**

**Instructions for Completing this Form:**

1. Attach the course description and course syllabus for the course that you wish to count toward an Inworks Certificate or Minor.
2. Obtain the approval of the instructor of the Inworks course you seek to replace.
3. Submit this petition and all supporting documents to the Inworks Undergraduate or Graduate Advisor, as appropriate.

A substitution is the use of a course from another program or institution that is generally equivalent to an Inworks course. Certificate/Minor course substitution requests require the approval of the relevant Inworks course instructor and the Inworks Director/Assoc. Director.

**NOTE: Your UC Denver | AMC transcript will not be altered as a result of an approved course substitution.**

Last Name	First	M.I.	Student ID
Phone Number		E-mail	
Student Signature			Date

Name of Certificate/Minor Affected: \_\_\_\_\_

Inworks Course to be Substituted (Enter course name and number)	Credit Hours	Course to be used as substitute for Inworks course		Credit Hours	Grade Rcvd.
		Course Name and Number	Name of other program/institution		

Reason for substitution request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Inworks Instructor Signature	Date	Inworks Director/Assoc. Director Signature	Date
Print Name		Print Name	
RECORDED BY INWORKS GRAD/UGRAD ADVISOR:		Date:	