



Request to Substitute Senior Institution Requirement

Last Name	First Name	Middle Initial	Current Catalog Year	FSUSN
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Pre-Fall 2010 requirements: 60 senior institution hours and 40 semester hours at the 3000/4000 level.
Fall 2010 requirements: No senior institution hours and 45 semester hours at the 3000/4000 level. At least half of the hours in the major must be taken at Florida State University

Please select one of the options below

Option 1

Students who have a catalog year prior to Fall 2010 may select a later catalog year if it will benefit them to graduate. Selecting this option will make the student subject to all university and major/minor requirements in effect for that catalog year. **Note:** Changing the catalog year will require the student to meet all new University, degree and major requirements for catalog year below. **A change in catalog year can not be reversed.**

New Catalog year: _____

Option 2

Students who would benefit by using the 3000/4000 level and senior hour requirements for Fall 2010, but would like to retain their current catalog year may select this option to substitute their current 3000/4000 level and senior institution requirements with the Fall 2010 requirements. At least half of the hours in the major must be taken at FSU. **Note:** All other University, degree and major requirements will remain the same.

Substitution Request:

The following courses were previously designated as non-degree applicable (indicated with a “Y” on the transcript), and should be recoded as degree-applicable. **Note:** These hours will be added to the student’s Excess Credit counter if the student started their post-secondary education in Fall 2009 or later.

Year/Term	Course Prefix/Number	Course Title	Comments

If more space is needed, please attach an additional page with remaining courses.

I understand and agree with all of the terms and conditions that coincide with the option chosen above. Furthermore, I understand that I may be subject to Excess Credit hour charges as a result of recapturing the above credits that were indicated as non-degree applicable.

Student Signature _____ Date _____

Academic Dean/College (Please place form in a sealed envelope) _____ Date _____

Office of the Registrar: Processed by: _____ Date: _____