

# Course Substitution Request Form

## Course substitution request requirements:

**Please note:** Students are required to submit a MS Plan of Study *by the end of Fall Quarter*.  
**Without a Plan of Study on file, substitution requests will not be reviewed**

Course substitution are reviewed on a case by case basis. Please have **written approval** from the graduate advisor before **enrolling** in the course you want to substitute.

You will need to email the representative of your major/track with answers to the questions listed below along with a copy of your MS plan of study. If needed, please attach word documents to your form.

CpE: Prof. Sitao Huang, EE-Systems: Prof. Yanning Shen, EE-Circuits: Prof. Boris Vaisband (cc Stephany Monterroso & Fadi Kurdahi)

1. Why are you taking a course that is not on the approved concentration course list?
2. Why are you taking a non-EECS course and not another course on the EECS approved concentration list?
3. Make a chart comparing the course you want to substitute with the course on the “approved list”-compare how they are similar and relevant to your course study
4. REQUIRED: A copy of your MS plan of study, or your revised MS Plan of Study, showing the new substituted course, must be attached to the email in addition to the answers to the questions above.