



REGISTRAR

COURSE TRANSFER/COURSE SUBSTITUTION REQUEST FORM

This Course Transfer/Course Substitution Form should be used when a student wishes to substitute or transfer a course for a required UTHSC course as part of their academic degree program. The approval of the substitution will apply toward the degree requirement(s).

This form **may not** be used for undergraduate general education/pre-requisite substitutions in the admissions process. Please see the Director of Admissions Operations for admissions requirements and transfer work.

In making the following recommendation(s) for course transfer or substitution, I give assurance that the recommended approval of the transfer or substituted course(s) **will not** decrease the total number of hours approved by the UT Board of Trustees to graduate with a _____ degree, in _____ program from UTHSC.

Institution where course was taken	Course Subject	Course Number	Course Title	Grade	UTHSC Course Subject	UTHSC Course Number	UTHSC Course Title

Notes: _____

Student 885 Number

Student Name

Signature (Dean or Designee)

Date

Please scan and e-mail to the Registrar's Office at registrar@uthsc.edu. You may also drop the form off in the Registrar's Office in 910 Madison, Suite 530. If you have questions, please contact the Registrar's Office at 901-448-2495. v.09/05/2024