Course Substitution Approval Form

- Transfer credit will be granted only in those cases where the course content and level are equivalent to CSUSM courses.
- The minimum acceptable grade for transfer work is a “C”. Courses may not be taken on a Credit/No Credit or Pass/Fail grading system.
- If the course was or will be taken at an institution other than CSUSM attach a course syllabus.

<table>
<thead>
<tr>
<th>CSUSM Course Abbreviation, Number, Title &amp; Units</th>
<th>Equivalent Course Abbreviation, Number, Title and Units</th>
<th>Institution Taken</th>
<th>When Taken</th>
<th>Grade</th>
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Reason for Requesting Substitution

Decision

Approved _____  Denied ______

Comments

Submit form and supporting documentation to the MBA Office, Markstein Hall 332, via email to mba@csusm.edu or via fax to (760) 750-4263.