

Course Waive/Sub

Enrollment Services

Phone 626.396.2313
 Fax 626.396.2209
 enrollmentservices@artcenter.edu

Student Information (Please Print)

Last Name _____ First Name _____ Student ID _____ Major _____

Level Undergraduate Graduate F-1 Student Yes No

Current Term Spring Summer Fall Year _____ Receiving Financial Aid Yes No

Mailing Address

Street Address _____ Is this a new address? Yes ___ No ___

City _____ State _____ Zip _____ Email _____

Home Phone _____ Cell Phone _____

Sample

Class to be Waived and Replaced:		Substitute with this Class: *		Dept Chair Signature
Subject - #	Class Title	Subject - #	Class Title	
PRD-451	Design Management 3	PRD-410	Design Leadership 3	John Doe
HUM-100	Writing Studio	HUM-309	Children's Literature	Jane Smith

Do You Plan to Graduate?

Do you plan to graduate this semester? Yes No

Course Waive and Substitute

Course Waive & Substitute

When waiving a required class, you MUST replace it with an elective class.

Class to be Waived and Replaced:		Substitute with this Class: *		Dept Chair Signature
Subject - #	Class Title	Subject - #	Class Title	
Waive 1		Sub 1		
Waive 2		Sub 2		
Waive 3		Sub 3		
Waive 4		Sub 4		
Waive 5		Sub 5		
Waive 6		Sub 6		
Waive 7		Sub 7		
Waive 8		Sub 8		

* Student must add the substituted class to their schedule, or submit a signed Registration Exception form for the class.

Student Signature

Student Signature _____

Date _____

ArtCenter College of Design
 1700 Lida Street, Pasadena, California 91103