



**University of the Philippines
DILIMAN
APPLICATION FOR SUBSTITUTION OF COURSES**

The Dean
College of Music

I have the honor to request for the following substitution:

SUBJECT REQUIRED		SUBJECT TAKEN		COURSE TITLE OF SUBJECT TAKEN	College & CU where the course was taken	Semester & AY the course was taken	Grade Obtained	Signature of the Instructor of the Subject Required
Course Code & Number	Units	Course Code & Number	Units					

Reason for substitution:

Respectfully yours

Signature: _____
Name: _____
Student Number: _____
Degree Program: _____

Recommending Approval/Disapproval

APPROVED / DISAPPROVED:

Name and signature of Adviser

Date

Name and signature of the Dean of Student's Home College

Name and signature of the Chair/Director of the Student's Home Department/Institute

Date

Date

Name and signature of the Chair/Director of the Department/Institute offering the course

Date

Attachments:

- Outlines of the courses taken and substitute courses
- Evaluation of the faculty-in-charge of the substitute course

Flowchart for Substitution of Courses

