



Southern

SOUTHERN WEST VIRGINIA
COMMUNITY AND TECHNICAL COLLEGE

P.O. Box 2900, Mount Gay, WV 25637

Class Substitution/Waiver Request

Name Last First Middle Social Security Number

Degree

Certificate

Major/ Program

Calendar Year

Class to be substituted/waived: _____

Reason: _____

Substitution Class: _____

Justification: _____

Recommended by: _____
Advisor Date

Approved

Not Approved

Campus Associate Vice President

Date

Approved

Not Approved

Vice President for Instruction

Date

Distribution: White - Registrar Canary - Student Pink - Advisor

Logan Campus
PO Box 2900
Mount Gay, WV 25637
304/792-7098

Williamson Campus
Armory Drive
Williamson, WV 25661
304/235-6046

Boone/Lincoln Campus
PO Box 398
Madison, WV 25130
304/369-2952

Wyoming Campus
PO Box 638
Pineville, WV 24874
304/294-8346