

## **INDS Petition for Course Changes to an Approved Degree Plan**

1. Course Change forms are only for those students who have approved degree plans that have been Docusigned by all mentors.
2. Students must discuss these proposed changes to an approved degree plan with degree mentors, your INDS faculty mentor and your INDS academic advisor before submitting this form.
3. Courses must be approved before the alternate course begins. Wherever this is not the case, the rationale should explain the reason for this timing, and petitions may be rejected if the reason is not compelling.
4. You may not submit a Course Change Form after the first day of your final semester.
5. Course substitutions are expected to involve a new course at the same or higher level than that which is being removed: for example, a substitution of BIOL495 for BIOL395 fits this description, whereas the reverse substitution does not.
6. Once this form is complete, please email it to Holly Cudzilo ([hcudzilo@umbc.edu](mailto:hcudzilo@umbc.edu)) and she will start the Docusign process to obtain approval and signatures.

### **Section 1: Student Information**

Name	
Date	
Campus ID	
Email	
INDS degree plan title (as approved by the ISC):	
Degree Plan Link:	
INDS Academic Advisor Name and Email Address:	
INDS Faculty Mentor Name and Email Address:	
Degree Mentor Name and Email Address:	
Degree Mentor Name and Email Address:	

Please list each addition or substitution, beginning with course#/title/number of credits (Please check UMBC [course catalog](#) for accurate title) followed by a single paragraph to explain the reason for the change, including explicit reference to the AOC of your degree.

<p><b>Course in Approved Degree Plan:</b> <b>Requested Substitution:</b> <b>Rationale:</b></p>
<p><b>Course in Approved Degree Plan:</b> <b>Requested Substitution:</b> <b>Rationale:</b></p>
<p><b>Course in Approved Degree Plan:</b> <b>Requested Substitution:</b> <b>Rationale:</b></p>
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