

UCLA GEOGRAPHY – COURSE SUBSTITUTION PETITION

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Course substitutions are approved on a case-by-case basis. The department allows up to a maximum of two (2) **upper division (UD) courses from outside the discipline** to count towards a major/minor with Faculty Committee approval. Lower division courses are rarely approved as substitutions. To petition courses, please complete this form and return with syllabus and/or reading list attached for the Faculty Committee's review after the courses you have taken are reflected on your UCLA academic record or degree audit. Pre-approval is not guaranteed.

Petitions are reviewed twice per quarter and typically take 4 – 6 weeks for decisions to be made. Students may submit one petition course. If denied, the decision is final. Please complete legibly and attach page(s) to provide answers, if necessary.

Student Name: (LAST, First):

Date:

UID #:

Email:

Current Major/Minor:

Course Title (include Course #):

Course Units:

Where did you take the course? (university, if not UCLA):

What term (quarter or semester):

Total number of Weeks:

Eligible courses are approved to count toward the major or minor if they **explicitly engage geographical approaches, theories and scholarship**.

1. Please attach a course syllabus that includes the following: course description, required assignments, required readings (including # of pages per week), and course schedule. If a syllabus is not available or does not include all of the information requested above, please attach a supplementary sheet with it.
2. Indicate the exact GEOG course number(s) AND what area (or cluster if you are a Geog/Environmental Major) do you want the course to substitute for?
3. In which subfield of geography does the content of this course best fit? (Choose one of the following): Biogeography, Physical Geography, GIS, Environmental Studies, Social/Cultural Geography, Political Geography, Economic Geography, Population Geography, Urban Geography, Historical Geography, Regional Geography.
- 4.
5. Describe HOW the course took a specifically geographical perspective, engage with the work of geographers, or engage with geographic theory (please attach an additional sheet if necessary)?
6. Is this course comparable to any courses currently offered in the department? If so, please identify which course and explain how both the content and approach of the course you took is similar (please attach an additional sheet if necessary)?