

## HOSPITALITY AND TOURISM MANAGEMENT

### SUBSTITUTION/WAIVER PETITION

Name\_\_\_\_\_SPIRE ID.\_\_\_\_\_Graduation Class\_\_\_\_\_

\_\_\_\_\_Waive (exempt or omit a required course)

\_\_\_\_\_Substitute

<u>Course Number</u>	<u>Course Title</u>	<u>Institution</u>	<u>HTM Equivalent Course No.</u>
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My reasons for this petition are as follows (if more space is needed, use back of sheet):

1.

2.

3.

4.

**Students will first get advisor's comments and signature, then submit petition to the Academic Advisor.**

**Advisor's Comments:**

Student's Email \_\_\_\_\_Student's Phone Number\_\_\_\_\_

Student's Signature\_\_\_\_\_Date\_\_\_\_\_

Academic Advisor\_\_\_\_\_Approve\_\_Disapprove\_\_ Date\_\_\_\_\_

Department Head\_\_\_\_\_Approve\_\_Disapprove\_\_ Date\_\_\_\_\_