

William F. Harrah College of Hotel Administration Class Substitution Form

This form must be used WHENEVER there is a substitution made to a required course which appears on your program worksheet.

Signed form must be submitted to the Office for Student Advising for final approval.

Name _____ NSHE# _____

Address _____

Phone _____ E-Mail Address _____

Are you currently enrolled at UNLV? ☐ Yes ☐ No

Are you a College of Hotel Administration Major? ☐ Yes ☐ No

If you expect to graduate within the next year, please give Semester _____ Year _____

Required class that appears on worksheet: _____

Substitution Class _____ Semester you plan to enroll _____

JUSTIFICATION FOR SUBSTITUTION – Why do you need to substitute this required course?
(Ex. “I am graduating next semester and the course is not being offered.”)

Signatures Verifying Action Taken

Student _____ Date _____

Approved Denied Date

Office of Academic & Student Affairs _____
(BEH 544)

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