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Course Challenge or Substitution Form

Only students enrolled in a degree program at MACC are eligible to apply for challenge examinations for required courses. These examinations may be taken only if approved by the faculty member who will administer the test and the Academic Dean. The examination may be taken only once and must be completed with a minimum grade of C. A discount of the usual tuition will be given for the course being challenged. Tuition and fees must be paid in advance of the exam. (MACC Catalog, May 2009)

Student Name _____ Major _____ Semester & Year _____

MACC Student ID Number _____ Cell Number ____-____-____ Email Address _____

Course Challenge ____ (Check if applicable) See MACC website for tuition reduction for a challenge.

1. On this date I am applying to **challenge** the following MACC course: _____

The reason that I am challenging the course is: _____

2. On this date I am applying to **challenge** the following MACC course: _____

The reason that I am challenging the course is: _____

Course Substitution ____ (Check if applicable)

1. On this date I am applying to **substitute** a course for the following MACC course: _____

The reason for the substitution is: _____

2. On this date I am applying to **substitute** a course for the following MACC course: _____

The reason for the substitution is: _____

 Student's Signature Date

 Academic Advisor's Signature Date
 (if applicable)

 Academic Dean's Signature Date