

**Petition for Substitution**

**Degree Path:** check one

Submit request to:

Jordan Wade, jordanwade@ku.edu

**M.Arch (5-Year)**

**Arch Studies**

**MA**

**PHD**

**MARch (2 or 3-Year)**

**IA**

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**Student Information:**

Name:

KUID:

Date:

Address:

City:

State:

Zip:

Phone:

email:

**Expected Year of Graduation:**

**NOTE TO STUDENTS:**

This is a specific and formal request for an alteration to your degree plan. It will be reviewed by a committee who will weigh the request against the degree requirements.

**It is very important that this communication is:**

- written in a professional tone,
  - makes a very specific request,
  - and, when available, is accompanied by supporting documentation.
  - Please see your program leader or advisor for help developing this request, should you need it.
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**I request the following substitution or revision to my degree plan:**

*Use additional pages if necessary, attach copies of any relevant documents)*

**Student Signature:**

**Chair's Signature:**

**Date:**

**Result:**  **Approved**

**Revise**

**Denied**

**Recommendations from the committee (if applicable):**