

Department of Advertising

PERSONAL INFORMATION Please type or print in ink

UT EID	Last Name	First Name
E-Mail	Major	Second Major

REQUEST

Nature of request:

- Substitution.** I request permission to substitute _____ for the following program requirement : _____.
- Transferred Credit/Re-evaluation.** I request permission to have a course transferred from another institution re-evaluated to fulfill a Program in Public Relations requirement. A copy of the course description (either a course syllabus or a copy of the university's catalog) and the name of the textbooks and its authors is attached for our review). UT Admissions Office Evaluation was: _____ and the proposed re-evaluation is: _____.
- Waiver.** I request permission to waive the following Program in Public Relations requirement: djhjkshfk.

2. Explain your reasons for submitting this appeal, and why you believe your request is justified. Be specific and be detailed. Attach any documentation that supports your appeal to this form. Use the back of this form, if necessary, or attach any additional pages.

READ CAREFULLY BEFORE SIGNING

Please check your email over the next 2-3 days, and look for a Secure Academic Note (SAN) notifying you of the result of the appeal. **You will receive no other notification.** Mail or deliver the appeal form to your academic advisor in Public Relations.

Student signature:	Date:
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OFFICE USE ONLY

Student GPA:	Number of hours completed:	Decision <input type="checkbox"/> Approved <input type="checkbox"/> Denied
Signature of Department Chair		Date
Comments		
Decision <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Signature of Student Dean	Date