



## Course Substitution

A course substitution petition seeks to replace a required core course with another course taken at the RSPH. Course substitutions can be either within the same department or between different departments at the RSPH. The department that owns the course upon which the petition is based makes the final determination in response to the petition.

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Student ID

\_\_\_\_\_  
Department

I petition for the RSPH course \_\_\_\_\_ to be considered in  
(list course title, number and credit hours of the course upon which petition is based)

substitution for the following RSPH course: \_\_\_\_\_  
(list course title, number and credit hours of the RSPH course to be substituted)

Submit the following documentation with this **Course Petition**:

1. **Transcript** showing the grade for the course upon which the petition is based (if you've already taken the course).
2. **Syllabus** for the course upon which the petition is based.
3. **Assessment Mapping**: for Substitution petitions seeking to replace a *RSPH Core Course* or a *Concentration Core Course*, you **MUST** document that ALL foundational learning objectives AND/OR competencies associated with the RSPH course you seek to substitute are equivalent to those addressed in the required course. Course-specific Assessment Mapping forms are available [here](#). For petitions seeking to substitute an elective course in your concentration, check your department guidelines for Assessment Mapping requirements.

**Petition Decision:**     **Approved**             **Denied**

\_\_\_\_\_  
MPH/MSPH Program Director or Office of Academic Affairs

\_\_\_\_\_  
Department

\_\_\_\_\_  
Date

With department approval, an email may be attached in lieu of electronic or physical signatures.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_