



UNIV 190 SUBSTITUTION FORM
for Transfer students and
Students with EAP/ESL Placement Requirement

Student Name _____ Student Number _____

Major(s) _____

Substitute Course (including KAs and CPs) _____

Reason:

___ Student is a transfer student for whom no transfer credit can be found for UNIV190

___ Student has been required to take EAP/ESL course(s)

Major Adviser(s) or Transfer Evaluator(s):

Name(s): _____ Date: _____

Signature(s): _____

Policy Regarding Substitution for UNIV190:

Two categories of student may substitute another course for UNIV190:

1. Transfer students for whom NO transfer credit can be found to satisfy UNIV190, the Clarkson Seminar. (See Section 5.2.2 of the "Guidelines for Assigning Off-Campus & Transfer Credit for Knowledge Areas and Communication Points," at http://www.clarkson.edu/common_experience/documents/guidelines_ca_kp.pdf.)
2. Students for whom English is a second language and who are required to take EAP/ESL course(s). Students for whom English is a second language must take an English language placement examination upon entering Clarkson. Based on the outcome of this examination, a student may be required to complete one or more EAP English for Academic Purposes courses (formerly labeled ESL) prior to enrolling in UNIV190, The Clarkson Seminar, or any course with a C1 or C2 designator. (See the "Graduation Requirements" section of the *Clarkson Catalog*, and also http://www.clarkson.edu/common_experience/esl.html.)

The substitute course MUST meet the following two criteria:

1. The substitute course must have a C1 or C2 designation.
2. The substitute course must have one of the Knowledge Area designators (CGI, CSO, EC, IA, IG, STS) and come from the humanities and/or social science disciplines.

In both cases, the substitute course must be IN ADDITION TO the 5 required Knowledge Area courses. When a student takes a substitute course for UNIV190, the student's major department must submit a UNIV190 Substitution Form to SAS that designates the student's particular substitute course as counting for the missing UNIV190 course.