

# University of Houston Clear Lake

## CPS Change Form

### College of Science & Engineering

**Instructions:**

- 1) Complete this CPS Change Form
- 2) Have faculty advisor sign the completed CPS Change Form
- 3) Submit form to CSE Academic Advising, Bayou Suite 3611 or scan and e-mail to [cseadvising@uhcl.edu](mailto:cseadvising@uhcl.edu).

After processing, a copy of the completed request will be e-mailed to the student's campus e-mail address

**PLEASE PRINT**

<i>Last Name</i>	<i>First Name</i>	<i>ID</i>
<i>Phone</i>	<i>UHCL E-mail</i>	

Academic Level: Graduate \_\_\_\_\_ Undergraduate \_\_\_\_\_

- Change Request: \_\_\_\_\_ Course Substitution for Major or Specialization Requirement (UGRD only)
- \_\_\_\_\_ Permission to add Internship, Co-op or Independent Study to degree requirements  
 (\*Please note- there are additional steps to be enrolled in these courses. Not all programs offer each of these options.)
- \_\_\_\_\_ Elective Change (only for electives that are not already within rubric for major)
- \_\_\_\_\_ Course Waiver for Major or Specialization (UGRD only)
- \_\_\_\_\_ Foundation Waiver (not an option for undergrads or grad students in CSCI, CIS or SWEN)

OLD REQUIREMENT (as listed on CPS)	NEW REQUIREMENTS (Replacement)
<i>List Catalog Number/Title (ex. BIOL 3333 Env Biol)</i>	<i>List Catalog Number and Title: (ex BIOL 3307 Cell Bio)</i>

X: \_\_\_\_\_  
 Requested by **Student** Date

X: \_\_\_\_\_  
 Approved by **Faculty Advisor** Date

X: \_\_\_\_\_  
 Approved and processed by **Academic Advisor** Date

Copy e-mailed \_\_\_\_\_