



OHIO VALLEY
UNIVERSITY

COURSE REQUIREMENT WAIVER/SUBSTITUTION FORM

OVU Office of the Registrar
1 Campus View Drive, Vienna, WV 26105-8000
304.865.6105 | registrar@ovu.edu

PLEASE NOTE: Course waivers and substitutions of one course for another, whether the course was taken at OVU or another institution, should be done rarely and only after an evaluation of the standards addressed in both courses. To do otherwise is to risk creating a gap in the student's knowledge base in the discipline.

Student: _____ Date: ____ / ____ / ____

Degree Program: _____ Track: _____

Catalog Used: _____

Waiver: _____

Substitution: _____ For: _____

Justification: _____

SIGNATURES:

Advisor: _____ Date: ____ / ____ / ____

College Dean: _____ Date: ____ / ____ / ____

VP for Academic Affairs: _____ Date: ____ / ____ / ____

Please deliver original form to the Registrar for the student's permanent academic file.

Copies of this form go to the following:

- Student
- Advisor
- College Dean
- VPAA