

Weinberg College of Arts and Sciences
Substitution for Sociology Major or Minor Requirements

Name: _____

ID Number: _____

Requirement(s) fulfilled:

1. _____

2. _____

Substitute Course(s):

1. _____

2. _____

Reason: _____

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Approved By: _____ **Date:** _____

Title (DUS or Advisor): _____

Note: To be approved by Sociology Academic Advisor or Sociology DUS and given to the Sociology Department. Approved forms will be forwarded to the Office of the Registrar.

Policy on Substitutions for Sociology Major or Minor Requirements

To make the most of the sociology major, students should make every effort to take the required sociology courses in the sociology department. The sociology department provides a cohesive curriculum, which facilitates a fuller and more integrated understanding of sociological ideas, methods, trends, and issues.

We understand that there are circumstances under which students will be unable to take some of the required courses in the major, either because of study abroad or transfer from other institutions or conflicts in course scheduling. We therefore allow substitutions in some circumstances, which are described in detail in an advising document available from a Sociology Adviser or the Sociology Undergraduate Program Assistant at sociol@northwestern.edu.

Each substitution must be discussed with a Sociology Adviser.

Once course substitutions have been approved by a Sociology Adviser, a student must complete the Substitution for Sociology Major or Minor Requirements Form. Completed forms should be emailed to sociol@northwestern.edu along with all emails regarding the approved substitution by a Sociology Adviser.

Students may also obtain a Substitution Form in person from the Sociology Department Office located at 1810 Chicago Avenue in Evanston. Students may then meet with a Sociology Adviser during office hours to discuss a course substitution.

Forms submitted without an email clearly stating approval from a Sociology Adviser must be signed by a Sociology Adviser prior to being submitted to the Sociology Undergraduate Program Assistant at sociol@northwestern.edu.

Approved substitution forms will be forwarded onto the Office of the Registrar by the Sociology Department.

For the Policy on Substitutions for Distribution Requirements please refer to Sociology Department website at <http://www.sociology.northwestern.edu/undergraduate/major-minor.html>