

SUBSTITUTION REQUEST FORM FOR ERA 153 AND/OR WRITING COMPETENCY

Name: _____
Last First Middle

Telephone: Home _____ Other _____

E-mail: _____ Fresno State Student ID: _____

Intended Program: _____ Check one: Applying Admitted

Requirement you are requesting to substitute: *(Check one or both)*
 ERA 153 Educational Statistics Writing Competency

Course number and title(s) _____

Institution(s) where the course was taken: _____

DO NOT SUBMIT if course is; a lower division course, 10 or more years old, a Community College course OR listed on the list of equivalent courses.

Fresno State Equivalent Courses:
ERA 153=PSYCH 144/143, SWRK 171/176, DS 123, HS 202, SOC 125
Writing Competency= Any "W" course at Fresno State with a "B" or better, CBEST, UDWE, CSET
All 3 sections with the writing exam.

Provide the following in a complete packet:

1. This form
2. Hard copy of the Course Syllabus
3. Copy of your transcript with the grade you received **(highlighted)** *Course must be completed.*
4. Copy of catalog Description **(highlighted)**

****In addition, for the Writing Competency, a writing sample from the course is required.**

Bring this information to Education Student Services Center in ED 100 **or mail separately from program application to:** (sorry no faxes or e-mails)

Attn: Graduate Technician
Kremen School of Education and Human Development
5005 North Maple Ave. M/S ED701
Fresno, CA. 93740

Once the Graduate Programs Coordinator has made a decision, you will be notified of the outcome in writing via e-mail. If your program application is not on file, you will need to submit a copy of the email with your program application as proof of completion of the course.

****REMINDER-Do not submit form if you have a Fresno State approved equivalent listed in the program application. However, you must submit transcripts with your program application with the grade highlighted if you want the equivalent course to count.**

OFFICE USE ONLY

Approved _____
Denied _____

Signature of Graduate Programs Coordinator _____ Date _____