

## General Education, Diverse Cultures, & Writing Intensive Course Appeal

The University has designated specific courses as approved to meet the learning outcomes for the General Education, Diverse Cultures, and Writing Intensive graduation requirements. Students who wish to use a different course within one of these categories may request a substitution. However, substitutions are not encouraged and are rarely granted.

**Deadline:** November 1 for fall, April 1 for spring. No requests will be considered less than one (1) month prior to graduation.

**Submission:** [curriculum@mnsu.edu](mailto:curriculum@mnsu.edu)

Office of the Provost, 315 Wigley Administration Center, Minnesota State University, Mankato, MN 56001

---

**To be completed by the student**

Student Name: \_\_\_\_\_ Tech ID: \_\_\_\_\_

Email address: \_\_\_\_\_

Category for substitution: General Education Goal Area # \_\_\_\_\_ Diverse Cultures \_\_\_\_\_ Writing Intensive \_\_\_\_\_

**Course requested to be used in substitution**

Course Number: \_\_\_\_\_ Credits: \_\_\_\_\_

Course Title: \_\_\_\_\_

**Similar Mankato course (if appropriate):**

Course Number: \_\_\_\_\_ Credits: \_\_\_\_\_

Course Title: \_\_\_\_\_

Justification for the substitution request (completed by student, use separate page if more space is necessary):

I confirm the following documents are attached to this substitution request:

1. Letter of support from the chair of the department that offers the kind of course for which substitution is requested
2. Current unofficial transcript with course to be substituted circled or highlighted
3. DARS report
4. Copy of the common course outline, syllabus, or other relevant course material to document that general education category, diverse cultures, or writing intensive outcomes have been met. Learning outcomes are listed in the [Undergraduate Academic Catalog](#).

**Incomplete applications will not be considered.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

---

**To be completed by Common Curriculum Committee**

Accept  Reject

Comments:

\_\_\_\_\_  
*Signature of Chair, Common Curriculum Committee*

\_\_\_\_\_  
*Date*