Substitutions and Waivers for Mathematics and Computer Science requirements

Information for students

There may be a time when you need an exception to an academic policy that concerns your major in our department.

Here are two examples:

Suppose you didn't have transfer or AP credit for Math 11, but started with Math 12. A grade of C- or better in Math 12 is evidence that you know the Math 11 material. In this case, you need a **waiver**.

Suppose you started as a CSEN major and took CSEN 10, but then transferred to CSCI. You want to use CSEN 10 in place of the CSCI 10 major requirement. In that case, you'd need a **substitution**.

Here's how to request a substitution or a waiver.

1. Write an email to the department mailbox at mathcsci@scu.edu with subject header **Substitution/Waiver**.
2. In the body of your email, include
   a. Your student ID number
   b. Your major
   c. An explanation of what you are requesting and why. For example, "I want to waive Math 11 for my CS major, because I got a B in Math 12."
3. If your request is unusual, it would help to include an email from your advisor approving the exception you'd like us to make.

If we need more information, you'll hear back from us. If we approve your request, we'll make that change in WorkDay and your academic progress report will reflect it within a few days.

Please note that we do occasionally have to deny requests and we cannot waive or change core requirements. So this document only pertains to major (CSCI or MATH) requirements. If you have questions, contact your academic advisor.