



Directions: Students who wish to request a substitution for math for the Associate degree requirement at Las Positas College may request a course substitution petition. Students should follow the following instructions:

1. The student must meet with a DSPS counselor to obtain the petition. The counselor will provide guidance on the process. If a course substitution is deemed eligible and appropriate, the DSPS counselor will determine the appropriate course to be submitted from designated courses.
2. The student must provide a written personal statement that includes the historical/chronological of the difficulties the student has faced in the subject area.
3. Attach all relevant supporting documentation and verification to the petition.
4. Attach unofficial transcripts and a Student Educational Plan to the petition.
5. Provide all documentation to the DSPS Counselor to forward for processing. The petition process takes 14 working days from the date submitted. Students will be contacted to complete the Substitution Agreement form.

Eligibility Criteria:

- The student must be in the DSPS (Disability Support Programs & Services) at Las Positas College.
- The student must provide verification of the disability from a qualified professional stating the functional limitations related to the processing of math.
- Verification of the use of accommodations (such as extended time on examinations, tutoring, etc.) after being identified with a disability for the challenging course(s).
- Verification of good academic standing (GPA of 2.0 or higher) at LPC for two semesters.
- The student must have a Student Educational Plan on file.
- The student should have made a “good faith” effort to complete a math course as noted on transcript.

Math Substitution as an Academic Accommodation

It is the policy of the Disability Resource Center at Las Positas College (LPC) to provide an equal opportunity for students with disabilities in accordance with state and federal laws and regulations, including Section 504 of the National Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and Title 5 of the California Code of Regulations. It is the intent of the college that students with disabilities be admitted to courses and programs on an equal basis with all other students. To ensure quality of access for DSPS students, academic accommodations and auxiliary aids are provided to the extent necessary to comply with all the regulations. When the severity of a disability of an otherwise qualified student creates an obstacle to successful completion of a course required for graduation from LPC, despite a good faith effort and the use of accommodations on the part of the student, a course substitution may be considered.

Print Name (Last, First)

Today's Date

Student W Number

Email

Phone Number

Major

Degree: Associate of Arts Associate of Science Anticipated Graduation Date: _____

Semester of anticipated registration Fall Spring Summer Year: _____

Substitution Agreement

The decision to substitute a Title V requirement is not taken lightly and these procedures are intended to ensure that a review of the request is following a consistent process. While these considerations are presented as substitutions for students with disabilities requesting reasonable accommodation, it is important to determine the educational plan for the student to assure that the substitution does not result in fundamental alterations nor essential elements of the certificate/degree are not affected by the substitution. It is further important for the student to realize that the decision to substitute a course is only applicable to the college where they have applied for graduation. It may not support any requirements for transfer to other colleges in higher education.

Substitution Course Selection:

The following list of courses were selected because of their critical and analytical thinking components, as acceptable substitution alternatives for the Title V General Education Math Competency requirement by students with verified disabilities whose request for course substitution has gone through the academic accommodation process:

- CIS 7 -Introduction to Programming Concepts & Methodologies CIS 50 -Introduction to Computing Information Technology
 CMST 1 -Fundamentals of Public Speaking CMST 2 -Oral Interpretation of Literature CMST 46 -Argumentation and Debate
 PHIL 6 -Introduction to Logic PHIL 8 -Logic and Argumentation
 *CS 1 -Computing Fundamentals I (*strongly recommend Math 107 – pre-algebra with a min. grade of C)

Math Substitution Conditions of Approval: *I agree to the following provisions of the course substitution:*

1. I have chosen a major that does not require additional math courses, or math prerequisites, or that math is an integral or essential requirement for licensing, and advanced study or instruction.
2. The course being substituted is only applicable for my current declared major and degree program, and may not be recognized by another college or university or transferred.
3. If the substituted math course is required for transfer, I am responsible for contacting the transfer institution and applying for the substitution through their official campus procedure.
4. I understand that I may **not** use the same substitution course to fulfill any other core requirement, or to complete G.E. requirements for the AS-T/AA-T, CSU Breadth, IGETC, or obtain a GE Certification.

Please Note: Approval of the petition does not guarantee enrollment in desired course.

Course	Title	CRN #	Unit(s)
Phil 6 (Example)	Introduction to Logic	32150	3

Student Name (Print) _____ Student Signature: _____

For DRC Counseling Office use only:

Overall GPA: _____	Total Units Completed: _____	Academic Program: _____
Counselor Comments:		
Counselor Name (Print)	Counselor Signature:	Date:
Dean Approval: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Dean Signature:	Date:

Admissions & Records Office use only:

Entered in Degree Works/Banner by:	Date Entered:
Administrator or Designee signature:	Date: