



DISABILITY RESOURCE CENTER

5840 26th St., W., Bldg. 1, Rm. 219, Bradenton, FL 34207 • 941-752-5295 phone • 941-727-6381 fax
8000 S. Tamiami Tr., Bldg. 100, Rm. 162, Venice, FL 34293 • 941-408-1448 phone • 941-480-3419 fax
email: drc@scf.edu

Student Petition Form-Request for Course Substitution

Per the provisions outlined in the State College of Florida, Manatee-Sarasota Procedure 4.015.01 a Substitution Panel will convene to carefully review student requests for course substitutions. The Panel meets twice during the Fall and Spring Terms and once in the Summer. Panel decisions are sent by mail to the student by the Vice President of Academic Affairs.

Student Instructions:

Submit requests to the Disability Resource Center (DRC) office with the following information:

- Copy of Disability Documentation- Students may request copies from the DRC Office. Updated documentation may be required.
- Unofficial SCF Transcript (print from SCF Connect)
- Completed and signed Student Petition -Request for Course Substitution Form (below)

NAME: _____ G00# _____

ADDRESS: _____

SCF EMAIL: _____ @student.scf.edu PHONE: _____

MAJOR: _____ A.S. A.A. B.S. B.A.S.

SPECIFIC REQUEST: Math Foreign Language Speech

Brief History of Disability Issues:

Student Petition Form-Request for Course Substitution-Page 2

NAME: _____ G00# _____

Explanation/examples of any classes where your disability area contributed to poor grades:

Explanation of any disability accommodations, tutoring services, and other resources you have utilized:

Explanation/examples of any classes where your disability did not have an effect on your grades:

I give permission for the DRC office to release information to the Course Substitution Panel.

Sign Here: _____ Date: _____

SCF's Statement of Nondiscrimination:

State College of Florida, Manatee-Sarasota does not discriminate on the basis of sex, race, religion, age, national origin/ethnicity, color, marital status, disability, genetic information and sexual orientation in any of its educational programs, services or activities, including admission and employment. Direct inquiries regarding nondiscrimination policies to: Equity Officer, 941-752-5323, PO Box 1849, Bradenton, FL 34206.