Math Substitution Petition Packet
The State of Florida and University of Florida have a math graduation requirement. A student with a documented disability may petition to complete the requirement through math substitution courses. Appropriate documentation must be presented and provide a rationale that the student’s failure to meet the requirement is relative to the disability. If the petition is granted, the student must successfully complete pre-approved lower-level math substitution courses in order to fulfill the “Gordon Rule” requirement. Only “Gordon Rule” general education courses may be substituted. If a specific math course is a core course or required for your major/minor, it may not be substituted. Substitution courses must be taken for a grade…taking them pass/fail is not acceptable.

The substitution courses are offered at most Florida Community Colleges. A Student Transient Form (available at the Registrar’s Office or Academic Advising) must be completed to enroll in community college math courses. Approved substitution courses include: CGS1000, CGS1060, MAT0018, MAT0020, MAT0024, MAT0028 and MAT1033. At least three of the required six credits must be in a pure math (MAT prefix) course.

Math Substitution Petition Process

NOTICE: The petition process will take approximately three weeks from the time the petition is submitted to the designated DRC Learning Specialist. It is strongly recommended that you initiate this process as early in your college career as possible. A sense of urgency will allow you time to fulfill any college requirements without consequences (e.g. academic holds, contracts, and probation) which could ultimately delay future registration or graduation.

Steps:

☐ Student meets with a designated Learning Specialist at the Disability Resource Center (DRC) to discuss the petition process.
☐ Student writes a personal statement requesting the petition and completes the necessary petition forms to submit to the DRC. The personal statement should explain prior attempts to complete college math courses and how those attempts have been negatively impacted by his/her disability.
☐ Student submits the completed petition, which includes documentation of disability and Release Consent form, to the DRC.
☐ DRC forwards completed petition packet to the committee for review.
☐ DRC notifies the student & appropriate UF department/s (Registrar’s Office, Academic Advisor) of the committee’s decision.
☐ If approved, the student will then meet with his/her Academic Advisor (AA) to complete a substitution plan.
☐ It is the student’s responsibility to obtain written verification from his/her college that these courses will be accepted for his/her degree. The student is encouraged to place a copy of the verification in his/her file at the DRC. Florida Math Requirement (Gordon Rule) must be met by the student regardless of disability. Refer to the Undergraduate Catalog > Academic Policies > University Requirements > Writing & Math for more information on the Gordon Rule requirement.
Which college math classes have you attempted and what grades did you receive?
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Did you receive accommodations for your math classes?
Yes ___ What accommodations did you receive?
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
No ___ Please explain
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Release Consent

I, ____________________________________(print name), give permission to the Disability Resource Center to copy/release the documentation and/or information contained in my file for the purpose of a math substitution petition.

Please write a brief statement of your prior attempts to complete college math courses and attach it to this form. Include how your disability has impacted those attempts.

______________________________________________________________________________
Signature                      Date                      UF ID #

______________________________________________________________________________
Email Address                      Phone

If you have any additional questions regarding the Math Substitution process or procedures, please contact Jim Faubel at 352-392-8565 ext. 204 or jimrf@dso.ufl.edu.