



ONLY FOR COURSES NUMBERED X950, X960, X980, X990

Instructions:

- 1. Arrange course work with the faculty member, determine the appropriate course number (see University Catalog) and course title.
2. Obtain required signatures.
3. Present this completed form to the Office of the Registrar, USVC Redhawk Axis desk, or mail/fax to the address above.
4. The date this completed form is received in the Office of the Registrar & Operations is considered the effective date of registration.

Student Legal Name: Last First Middle Student ID Number:

College or School of major: Major or Program

Class Level: FR SO JR SR GR Post-Bacc Non-matric

This is a: Independent Study (at level 4960 5960 6960) Directed Study (at level 2960 3960) Project/Reading (5990)
(circle level) Internship (at level 4950 5950 6950) Directed Research/Reading (4980) SCE Undergrad Research (4990) CRJS (5980 5970)

To be taken: Year/Term (Fill in year): Fall Winter Spring Summer 8-week Intersession

Course Subject (e.g. ENGL) Title Must not exceed 30 characters in length including spaces

Number of Credits Name of Sponsoring Faculty (print)

Student Signature: Date:

- This course is a late add.* (Replaces the Petition to the Dean)
* Effective Fall Quarter 2011 a \$50 Late Add Fee will be charged and reflected on your bill
This course puts the student in overload. (Replaces the Petition to the Dean) Total number of credits: GPA:
Dean or Associate Dean of Student's School/College signature required: Date:
This is a replacement for a course already added to the student's schedule. Drop this course:

TO BE COMPLETED BY THE SPONSORING FACULTY:

Course Description: Attach a copy of the course description. REQUIRED

This is a study abroad course (outside the U.S.): Yes

Grading Option: Letter CR/F A COURSE MAY BE GRADED CR/F ONLY WHEN SPECIFIED IN THE CATALOG

Course usage (check all that apply):

- This course fulfills the following program requirements. Specify course title or number (e.g. American Lit or Historical Theology or HIST 2010):
Major requirement Major elective Minor requirement
This course fulfills a CORE requirement. Specify (e.g. Senior Synthesis, Ethics, etc.):
CORE Director signature required Date:

I verify that the above named student will meet the appropriate contact hour requirements as described in the Scheduling of Courses policy (79-2).

Sponsoring Faculty Member's Signature Date:

FINAL APPROVAL by DEPARTMENT/SCHOOL OFFERING THE COURSE SECTION:

Chair, Dean, or Associate Dean Signature: Date:

Associate Dean for Arts and Sciences ONLY: Date:

OFFICE USE ONLY
Section Number:
Processed by:
Date: