JMC Graduate Special Course Proposal Form

To enroll in JTC 684*, JTC 687* JTC 695*, JTC 699, JTC 795*, JTC 798, JTC 799

Refer to your program manual for more information as to how these may or may not count toward your different degree requirements. Courses or training completed outside of CSU may NOT be applied toward CSU course credit. Obtain permission from your advisor as well as the instructor before submitting this form.

*These may not be used for working exclusively on your thesis or dissertation; use JTC 699, 799, and/or 698, 798 instead.

*Syllabus must be provided along with this form. Content and assessment of the course must be graduate-level. A faculty member of the graduate committee will be involved in the review.

*MS students limited to counting a maximum of 3 credits total toward minimum 31-credit degree requirements.

*PhD students limited to counting a maximum of 6 credits total toward minimum 73-credit degree

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Student Name

First Name	Last Name

Student Email   **Student ID #**   https://netid.colostate.edu/#get-csuid

Advisor Name   **Advisor Email**

First Name	Last Name

Course #   **# of credits**   **Semester to enroll** (dept. does not cover summer tuition)

Instructor Name   **Instructor Email**

First Name	Last Name

example@example.com

Course objective statement (additional details may be in syllabus, if required).
Please state what category of coursework degree requirements it would count toward [required core, graduate core (MS only), theory (PhD only), methods (PhD only), or electives].

Is this a request for an exceedance of the credit maximum (3 for MS, 6 for PhD) toward your minimum degree requirements? Consult the manual for when rare exceptions are considered.

Yes, and my advisor has or will soon send an email with the rationale for the exception.

No

Advisor Signature	Instructor Signature (if different from advisor)

Submission Instructions

1. A syllabus must be provided for JTC 684*, JTC 687* JTC 695*, or JTC 795* and attached to the email.
2. Submit this form to thomas.gallegos@colostate.edu to initiate review.
3. Please plan accordingly and consider semester registration deadlines for "add without override": https://registrar.colostate.edu/registration-dates. Decisions for 699/799 are quick, but review for other courses will take some time. Check in with Thomas on turn-around time estimates.