Master of Liberal Arts & Sciences
Request for Approval: MLAS 610/Tutorial Course or MLAS 571, 572 or 573/Special Topics Course
PLEASE TYPE DIRECTLY INTO THIS FORM.

Student name __________________________ Student ID number ____________ Instructor ______________________

Department __________________________ Course number ____________ Course title __________________________

Semester and year __________________________ Full semester Term I Term II Term III HOURS CREDIT (1-3): ______
(Summer only)

If form is being submitted after the first two weeks of classes, provide the start and end dates: ______________________

Why is it necessary to offer this as an individual course this term? ____________________________________________

INSTRUCTIONS: Please attach a full syllabus and complete the questions below. Please note that using TBD or TBA on any line will not be accepted. In addition, a brief course description must accompany this request when submitted if it is a course not currently listed in the catalog.

Instructor’s C.V. to accompany this form if not on file with MLAS.

1. What are the course objectives? ____________________________

2. Title of required text/s: ______________________________________

3. Graded assignments and due dates: ______________________________

4. Dates and times for meetings between instructor and student: ______________________________

5. Expected hours per week of independent work by student: ______________________________
(Not including meeting time with faculty)

6. Required Signatures:

   Student ____________________________ Date __________________________
   Instructor ____________________________ Date __________________________
   Advisor ____________________________ Date __________________________
   Dept Chair ____________________________ Date __________________________

FOR OFFICE USE ONLY

Added to student’s schedule by ____________________________ Date __________________________