

UNIVERSITY OF MISSOURI-ST. LOUIS
THE GRADUATE SCHOOL

**Graduate Institute or Workshop or Graduate Course
Offered Through Continuing Education-Extension (C-2)**

- Graduate Institute Graduate Course Extension
 Graduate Workshop On-Campus Off-Campus Centers

Graduate School approval must be obtained at least three weeks before announcement is made of the offering of an institute or workshop course or of a graduate course offered through Continuing Education-Extension. If the instructor for the course is not a member of the UMSL graduate faculty or has not previously been approved to offer a graduate course, a copy of his or her curriculum vitae is to be attached. A copy of the course outline or syllabus for the course is to be attached as well as a copy of the proposed announcement of the course. The instructor should state grading policies explicitly and assure that they are commensurate with regular graduate course offerings.

School or Department: _____

Course No.: _____ Title: _____ Credit Hours: _____

Director: _____ Location: _____

Dates: _____ Time of Day: _____ Days of Week: _____ Contact Hrs: _____

Course Description and Conditions: _____

Anticipated Enrollment: _____

For Whom is the Course Chiefly to be Offered? _____

Instructor: _____

Registration: Place: _____ Time: _____ Date: _____

Other Comments:

Approved by:

Assistant Dean of Continuing Education Date

Department Date

Dean of Continuing Education Date

School or College Date

Dean of Graduate School Date