

Variable Credit Course Work Registration Form

This form must be used to register for any variable credit courses; which includes **Independent Study, Internship, Teaching Practicum, or Dissertation**. Variable credit courses are identified in the Schedule of Classes and are numbered 491, 495, 497, 595, 597, 698, 699, and 700 (continuous registration). Internship and Independent Study registrations also require a separate contract/agreement form. It is the student's responsibility to secure all information and signatures required. *If any portion of this form is left unfilled, it will be returned to you and you will not be registered in the system for this course.* You are liable for tuition charges and you must add, change, or drop this course within the legal dates as stated in the Schedule of Classes. If you are taking two or more of the same courses (e.g., two MGMT 597s), please note this in the appropriate space on this form. Return the completed form to the School of Management Advising Office.

Student B#

Student Name: _____

Date: _____

B									
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Local Address: _____

Major: _____

Phone #: _____

Course Name and #: (e.g., MGMT 495) _____

Credit Hours Requested: _____

Semester: _____ Year: _____

Action to be Taken: Add Change Drop

1st Variable Credit Course with Same Course Name and Number

2nd Variable Credit Course with Same Course Name and Number

Title of Variable Credit Course (Limit of 30 characters. Please be as descriptive as possible. Abbreviate as necessary. The title assigned will appear on the University transcript).

Instructor: _____

Instructor CRN Code: _____

Grade Option: Normal Pass/Fail

Instructor Signature: _____

Date: _____

SOM Approval: _____

Date: _____

Date Posted: _____ by _____

Date: _____