

Saint Louis University

The Graduate School

## **SPECIAL-TOPICS COURSE-APPROVAL FORM**

This form is for proposing a special-topics course to be offered on a trial basis and not more than once before submitting a subsequent proposal to make it a permanent offering. The course numbers 593 and 693 have been reserved for such temporary courses. Please submit the completed form electronically to **Dr. Reinhard Andress, Associate Dean for Academic Affairs, The Graduate School to Verhaegen Hall, Room 106.**

To propose a course as a permanent offering, a different form is to be used available at [http://www.slu.edu/graduate/faculty\\_resources.html](http://www.slu.edu/graduate/faculty_resources.html).

Department/Program: \_\_\_\_\_

Course Identifier & Title: \_\_\_\_\_ Credit Hours: \_\_\_\_\_

Instructor: \_\_\_\_\_

Does the instructor have Graduate Faculty or Graduate Instruction status?  Yes  No

If not, either one status or the other will need to be attained through The Graduate School.

Insert a brief (50 words maximum) description of the course below.

\_\_\_\_\_

Insert a listing of objectives of the course and a topical outline.

\_\_\_\_\_

Approvals

Department Chairperson/ Program Director:

\_\_\_\_\_ Date: \_\_\_\_\_

Associate Dean of the Graduate School:

\_\_\_\_\_ Date: \_\_\_\_\_

Copies to  Department/Program  Collegiate Dean  University Registrar