Individually Arranged Course Approval Form

Internships are scheduled as a regular course. Do not use this form.

This form is to be used only if a course was not originally scheduled this term and a faculty member is willing to offer a regular course on an independent study basis for a specific student, or special arrangements are made for an independent study project. A syllabus is REQUIRED. This form is NOT to be used for topics courses ending in 90.

Provide all the information which is available about the special arrangement. Signatures are required (see bottom of form) to approve enrollment in the course. The course will be created and the student will be registered by the Registrar’s Office.

Independent study courses cannot be used to satisfy Liberal Arts and Science Curriculum (LASC) or Dragon Core requirements.

<table>
<thead>
<tr>
<th>Student’s Name</th>
<th>Star or Dragon ID</th>
<th>Email</th>
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<table>
<thead>
<tr>
<th>Subject</th>
<th>Course Number</th>
<th>Term/Year course will be offered</th>
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<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
<th>Instructor’s Name</th>
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Rationale Required (Explain the need to offer the course on an independent study basis):

Check one: [ ] Regular Departmental Course Offering [ ] Independent Study (Please use X97 as course number)

Approval Signatures

Student’s Signature: __________________________________________________________________________ Date: _____________________

Instructor’s Signature: __________________________________________________________________________ Date: _____________________

Department Chair’s Signature: __________________________________________________________________________ Date: _____________________

Dean’s Signature: __________________________________________________________________________ Date: _____________________

Registrar’s Signature: __________________________________________________________________________ Date: _____________________

Return form to:
Minnesota State University Moorhead Registrar’s Office
Owens Hall 104 | 1104 7th Ave S | Moorhead MN 56563
Phone: 218.477.2565 | Fax: 218.477.2941 | Email: Registrar@mnstate.edu

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