

MISSOURI VALLEY COLLEGE – REGISTRAR’S OFFICE

ARRANGED CLASS APPROVAL FORM

NAME: _____ STUDENT NUMBER: _____

SEMESTER/YEAR: _____ CLASS STANDING: __1 __2 __3 __4

DATE: _____

Which form of arranged class are you signing up for?

- TUTORIAL (Regular catalog class taught on an arranged basis)
- INDEPENDENT STUDY (#376/476; Individual reading/research project)
- PRACTICUM (Work observation under the supervision of a professional)
- INTERNSHIP (Work experience under supervision of college personnel and cooperating facility)

COURSE NUMBER / TITLE: _____

CREDIT HOURS: _____ TERM: _____ BEGIN DATE: _____ END DATE: _____

BRIEF DESCRIPTION OF COURSE DESIGN/PROJECT/ACTIVITIES

Tutorials / Independent study: provide 2 copies of syllabus with this form. **Practicum / Internship:** provide 2 copies of learning plan and/or contract.

Student signature

Instructor

Division Dean / Chair

Chief Academic Officer

This form must be completed, signed and returned to the Registrar’s Office prior to enrollment in course.