

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 generally taught face to face, but due to unusual circumstances must be taught on an arranged basis. Students will be charged an additional \$170 fee for this course. *(Course title will have a prefix of TU)*
- INDEPENDENT STUDY** - #376/476 - Individual reading/research project. Students will be charged an additional \$170 fee for this course. *(Course title will have a prefix of IS)*
- ARRANGED ONLY** - Specialized study course for particular majors and the course cycle in the catalog is listed as arranged. There is no additional fee for this course unless a specific fee is listed in the catalog course description. *(Course title will have a prefix of ARR)*

Internships are also considered arranged classes, but do not require the use of this form. Follow the instructions and complete the forms available online: <http://www.moval.edu/academics/internship/>

COURSE NUMBER / TITLE: _____

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

JUSTIFICATION FOR TUTORIAL / INDEPENDENT STUDY:

Student signature

Instructor

Division Dean / Chair

Vice President of Academic Affairs

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