Students in the MSW program are required to take one course outside the Social Welfare Department. To document the completion of the requirement, this form should be: 1) completed by the student; 2) approved by the student’s academic advisor; and 3) submitted to the Graduate Advisor, 3357F PPB, two weeks prior to the start of the quarter for inclusion in the student’s file.

Criteria for selecting the outside course include:

1a. Course must be a graduate level course, OR
1b. Upper division undergraduate level course (Must be accompanied by Master’s Degree Petition – make an appointment with the Graduate Advisor to complete form.)
2. Course must be at least three (3) units.
3. Course must be taken for a letter grade (A, B, C or F).
4. Course must have assignments.
5. Course must reflect the student’s program of study or area of interest.
6. Course must be taught by non-Social Welfare faculty.
7. Course must be approved by the faculty advisor and Department Chair.

STUDENT NAME: ___________________________ EMAIL: ___________________________
CONCENTRATION: ___________________________ SPECIALIZATION: ___________________________
COURSE NAME AND NUMBER: ___________________________
COURSE INSTRUCTOR: ___________________________
TERM COURSE IS TO BE TAKEN (circle): F W S YEAR: _____
BRIEF DESCRIPTION OF COURSE (Refer to General Catalog):
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
BRIEF DESCRIPTION OF HOW COURSE RELATES TO STUDENT’S AREA OF INTEREST:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
FACULTY ADVISOR’S NAME: ___________________________
FACULTY ADVISOR’S SIGNATURE DATE
CHAIR’S SIGNATURE DATE

Revised June 21, 2006