

THE UNIVERSITY OF ALABAMA GRADUATE SCHOOL  
**APPROVAL OF 400-LEVEL COURSE FOR MASTER'S CREDIT**

NOTE: This form must be approved by the adviser and the Graduate School by the **last day to register or add a course** for the semester in which the course is taken. A maximum of six (6) semester hours of 400-level course work **may** be accepted for a master's degree program. No 400-level courses (except six hours accepted with a master's degree) may be accepted for a doctoral degree program.

**PART I: Conditions of Approval**

In order to receive graduate credit for a 400-level course, approval must be secured **prior to taking** the course, and the following conditions must be met:

1. The department offering the course must offer a graduate degree.
2. The course must not be available at the 500 level.
3. The course must be taught by a member of the graduate faculty.
4. Appropriate extra work must be accomplished by graduate students taking the courses. General guidelines for how requirements of these courses should differ for graduate students are the following:
  - a. Graduate students should submit an additional paper that requires more analysis, synthesis, evaluation, and application of knowledge.
  - b. Graduate students should complete additional, higher-level readings.
  - c. Graduate students' oral and written work should demonstrate a greater depth of thought.
  - d. Graduate students should attend additional meetings with the professor, in order to discuss course content in greater depth.

**PART II: Student & Course Information**

Student: \_\_\_\_\_ CWID: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Course and Section Number: \_\_\_\_\_ Semester: \_\_\_\_\_  
(e.g., ANT 400-002)

**PART III: Verification by Department**

NOTE: All signatures must be obtained before submission to Graduate School.

**We verify that the above conditions of approval will be met for this master's student. The student and instructor also understand that only a graduate course grade (without either a plus or minus) will be assigned.**

_____ (Signature of Student)	_____ (Date)
_____ (Print Name of Class Instructor)	
_____ (Signature of Class Instructor)	_____ (Date)
_____ (Signature of Graduate Adviser)	_____ (Date)

**PART IV: Graduate School Authorization**

_____ (Signature of Graduate School Registrar)	_____ (Date)
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