



APPLICATION FOR ENROLLMENT IN A NON-NPSIA COURSE

Students are permitted to register in up to a maximum of 1.5 credits outside of the NPSIA program. Credits may be obtained from other eligible departments at Carleton University, or from other accredited Universities. Of the 1.5 credits, a maximum of 1.0 credit may come from any single department, and only a maximum of 1.0 credit may be taken at the 4th year level. Prior to registering for courses taken outside of NPSIA or Carleton, students must obtain approval from Associate Director (MA or PhD Program).

This form needs to be completed and returned to the MA or PhD Administrator (by email) for *each course* you are requesting together with a detailed course syllabus. Although we allow students to submit course syllabi from past academic sessions for preliminary consideration, a final copy of the syllabus must be submitted for final approval. Courses that are completed will show up as “Extra to Degree” on your audit until just prior to graduation when they will be then be moved to your program requirements.

MA/JD students: please note that non-NPSIA courses cannot be double counted in your 3rd and 4th year.

Name:		Surname:	
Student #:		Current Program: MA or MA-JD or PhD	
Email:			
Is this course part of an exchange?		No, it is a course at CU	Yes it is
			If yes, please indicate the type of exchange and institution:

Course Information:

Department:		Credit value (example 0.5 credit):		Is this an Undergraduate or Graduate Course?	
Subject <i>Example: PSCI</i>	Course Number <i>5105</i>	Section <i>F</i>	Title <i>Post-Communist Politics in East Central Europe</i>		
Have you previously taken any courses outside of NPSIA?		No	Yes		
If yes, please list:	Subject	Course #	Title		
1.					
2.					

Office Use Only			
Approved	Yes	No	If no, Reason:
Signature:			
Date:			