

Carleton University
School of Linguistics and Language Studies (SLaLS)
COURSE APPROVAL FORM
 FOR COURSES REQUIRING DEPARTMENTAL PERMISSION

How to use this form:

1. **Undergraduate students taking an independent study, honours project or honours thesis:** First, submit a registration override request in Carleton Central. Complete the form and have it signed by the instructor, then send it to kimberley.seguin@carleton.ca (ALDS & LING) or judy.greiner@carleton.ca (language courses).
2. **Undergraduate students requesting to take ALDS 4203:** Submit a registration error override request in Carleton Central and have the form signed by the language instructor you will be assisting, then send it to kimberley.seguin@carleton.ca
3. **Students minoring in a language who are requesting a course in another discipline relevant to the language:** Complete the form in consultation with the Assistant Director for Modern Languages, ioana.dimitriu@carleton.ca
4. **Graduate Students taking a tutorial, research essay or thesis:** Submit a registration error override request in Carleton Central and have the form signed by the supervisor, then send it to sarah.henriquez@carleton.ca

Student Information			
Last Name	First Name	Preferred Name	Student Number
Degree	UNDERGRADUATE: B.A. General B.A. Honours Other _____ Year Standing: _____	GRADUATE: M.A. Ph.D. Other _____	Major _____ Minor _____
Reason for Request			
To fulfill Major requirement	To fulfill Minor requirement	<input type="checkbox"/> Other _____	
Course Requested			
Term Fall 20____ Winter 20____ Summer 20____	Course Code, Number & Section	Course Title	CRN
Course Description (Required for independent studies, honours projects, honours theses, tutorials, research essays, theses & courses in other disciplines)			
Student Signature			
Signature			Date
Approval			
Instructor/Supervisor Name		Signature	Date
Academic Advisor/Assistant Director		Signature	Date
For Office Use Only			
Banner	Email to Student		Copy