

Request for Approval of a Complementary Studies Course

Instructions: In a Complementary Studies elective course, the principal subject matter must deal with central issues, methodologies and thought processes of the humanities and social sciences.

Please use this form alone or in conjunction with a Program Modification form if approval will change the student's program plan. If a course is included on the Complementary Studies Course List, this form is for records purposes only and will not go on to the Student Programs Committee. Please ensure that the course approval is updated in Student Records (CAPP).

Resources:

Approved Complementary Studies Course List
<http://www.engr.uvic.ca/assets/pdf/compl-studies.pdf>

Part 1:

Student name: _____ Last, First (Please Print Clearly)	Student #: V00 _____
Request date: ____/____/____ Month / Day / Year	E-mail address: _____@ <u>uvic.ca</u>
Course to be used as a Complementary Studies elective: _____	
Reason course should be used: _____	
Course is already on the list and fits the program: <input type="checkbox"/>	
<i>For courses not on the approved list, the calendar description and course syllabus must be attached.</i>	
Course would fit the program if approved: <input type="checkbox"/>	
Student's Signature: _____	
Clarification of requested course (ie. already taken, future registration, via Letter of Permission, etc): _____	

Part 2:

Student Advisor Comments: _____ _____
Advisor's Signature: _____

Updated in Student Records (CAPP): _____