



## APPLICATION FOR GRADUATE TUTORIAL

### GSAS Policy:

- To be eligible for a tutorial a student must be in good academic standing and have Completed at least eight credits.
- A tutorial is not normally approved for a student on academic probation.
- Only in exceptional cases will students be allowed to register for more than one tutorial per semester.
- A tutorial given by a faculty member outside the student's department or to a student in an interdisciplinary program requires approval by the department chairpersons/program directors.
- Tutorials are not normally approved where substantial overlap occurs with a GSAS course offering.
- Tutorials may be substituted for required courses only in exceptional circumstances. A request for substitution must be stated on the tutorial request form and a separate, written rationale for the substitution must accompany the form.

### **PLEASE PRINT ALL INFORMATION**

THIS IS APPROVAL FOR THE FOLLOWING GRADUATE TUTORIAL FOR THE \_\_\_\_\_ SEMESTER IN THE YEAR \_\_\_\_\_

STUDENT'S NAME \_\_\_\_\_ STUDENT ID NUMBER \_\_\_\_\_

INSTRUCTOR'S NAME \_\_\_\_\_ DEPT./PROGRAM \_\_\_\_\_

DATE: \_\_\_\_\_ NUMBER OF CREDITS: \_\_\_\_\_

TITLE (MAXIMUM OF 25 CHARACTERS, INCLUDING SPACING). ENROLLMENT GROUP WILL ASSIGN COURSE NUMBER.

**TUTORIAL:** \_\_\_\_\_  
\_\_\_\_\_

Description of the course: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Instructor's Signature**

\_\_\_\_\_  
**Chairperson/Program Director's Signature**

\_\_\_\_\_  
**Dean's Signature**

**RETURN SIGNED FORM TO THE ENROLLMENT GROUP, THEBAUD HALL**