

Course Registration, Overloads, and Independent Studies

Registering for COMM 7/8000 courses

Students should register for next semester's courses before the last day of final exams of the current semester. For example, if you want to take a course in Spring, you should register for it prior to the end of Fall exams. Course descriptions for COMM 7/8000 courses will be available before Fall Break (for following Spring courses) and before Spring Break (for following Fall courses).

Overloading any COMM 7/8000 section beyond its cap

Sections of COMM 7/8000 will be overloaded by staff only at the request of the Director of Graduate Studies or the Chair. Student and advisor must email course instructor a rationale requesting that student be allowed to register. Course instructor forwards rationale to GSC with any reasons for accepting or denying request.

Request should:

- Attest that the student tried to register for the course before departmental course registration deadline
- Explain how failure to grant the request jeopardizes a student's completion of their degree

Creating sections of COMM 7/8374

Sections of **Communication 7/8374 – Independent Studies Communication Arts** (with the exception of those created for students in the FVP concentration) are created by staff only at the request of the Director of Graduate Studies or the Chair. Student and advisor determine the need for an Independent Study. Advisor must email a one-page proposal (developed by student and faculty member who will supervise the course) to DGS for review.

Proposal should:

- Define and clearly state the course's learning objectives and outcomes
- Explain why objectives and outcomes cannot be achieved in an equivalent graduate course offered in Department during previous or projected two semesters
- Be submitted before departmental course registration deadline