THE UNIVERSITY OF TENNESSEE AT MARTIN

NON-STANDARD COURSE FORMAT (rev 4/12)

Department: ________________________________ College: ________________________________

Discipline name & course number: ________________________________ Effective date: ________________________________

Course title: ________________________________ Credit hours: ________

Instructor of record: ________________________________ Phone: ________________________________

Contact person: ________________________________ Phone: ___________ # contact hrs: ___________

Check deviation(s) from minimal requirements:
   1. one week of instruction for each hour of credit
   2. at least 15 contact hours for each hour of credit
   3. at least 2 hours of student preparation for each contact hour during concentrated instruction

NOTE: Submit this original to Graduate Studies Office. Explain why it is necessary to offer the course in a non-standard format and how the course will be taught to compensate for the exception(s) to the minima. Attach a schedule of events for this course and describe any required assignments prior to and/or after the concentrated period of instruction.

Recommended ________________________________ Date __________________

Department Chair

Approved ________________________________ Date __________________

College Committee

Recommended ________________________________ Date __________________

Dean/Director

Approved ________________________________ Date __________________

Graduate Council