

**UNIVERSITY OF NORTHERN COLORADO
COURSE CREDIT AGREEMENT FORM**

This form must be completed prior to obtaining a non-schedule course form to register for the following types of courses: Directed Study, Thesis, Dissertation Proposal, or Dissertation.

The purpose of this form is to assist UNC in the complying with CCHE policy regarding the relationship of course expectations to academic credit. UNC expects three hours per week of student educational activity per credit hour for these types of courses.

The information on this form is intended to provide a standard format for documenting the rationale for credit hours earned in these courses based on educational merit, required student learning activities, faculty – student interaction, and the resulting educational benefits to the student.

(ATTACH SEPARATE SHEET WITH RESPONSES IF NECESSARY. SIGNATURES REQUIRED ON THIS FORM)

STUDENT NAME _____ STUDENT # _____

COURSE PREFIX & NUMBER _____ TERM _____

COURSE TITLE _____ CREDITS _____

1. Expectations: Specify knowledge and skills to be gained and/or demonstrated.

2. Required student learning activities

3. Frequency and form of faculty/student contact

4. Evaluation: Form(s) of competency/knowledge demonstration

Supervising Faculty

Department Chair/Director

Student

Date

Instructions for completion

- complete via faculty/student consultation
- must be signed by supervising faculty, department chair, and student
- retain copy in dept. w/documentation of final evaluation attached for at least three years.

(OVER FOR EXAMPLES)

EXAMPLES

1. Expectations

Directed Study Course

- Review and summarize the professional literature in the student's discipline.
- Apply the knowledge gained from the literature review to the content area of the discipline.
- Be able to demonstrate a learned method or technique in the student's field of study

Thesis Course

- Review literature related to research topic.
- Integrate literature into problem statement for thesis.

2. Required Student Learning Activities (must be sufficient to justify number of credits earned)

- Library Research
- Survey or interview of discipline experts
- Rehearsal
- Development and perfection of technique
- Data Collection

3. Frequency and Form of Student Contact

- Weekly office consultations
- Weekly email progress updates
- Every day meetings the first week, bi-weekly until the end of the term, every day during the last week of term
- Weekly or bi-weekly demonstration of progress (laboratory or field)

4. Evaluation

- Comprehensive analytic or evaluative reports
- Proficiency demonstration
- Examination(s)
- Integrative paper