



Request for Course/Section Creation

Certain courses are created as needed. This form should be used by the academic advisor/studio teacher/student to request the creation of the courses listed below for a section for the faculty member assigned to the course. Please turn the form in to the Crane Scheduling Secretary.

Deadline for submission: This form should be submitted as early as possible, but **MUST** be submitted by the end of the second week of classes (by 4:00pm Friday), the same date regular registration for ensembles ends. **Late forms will NOT be processed.**

Semester	P#	Student's Name(s)	Major(s)	Potsdam Email Address

Please check the box for the course required. Crane scheduling secretary will complete section & CRN.

Undergraduate Courses

	<u>CRN</u>	<u>Section #</u>
<input type="checkbox"/> MUCR 488: Research Project in Musical Studies (2 cr)	_____	_____
<input type="checkbox"/> MUCS 210: @Secondary Applied Instrument (1 cr)	_____	_____
<input type="checkbox"/> MUCT 490: @Composition Capstone Portfolio & Jury (1 cr)	_____	_____
<input type="checkbox"/> MUAP 368: @Chamber Music: _____ (1 cr)	_____	_____
<input type="checkbox"/> Other: _____ (Subject/Course number/Title of course/# of credits MUST be provided)	_____	_____

Graduate Courses

<input type="checkbox"/> MUCS 610: Graduate Studio (1 cr)	_____	_____
<input type="checkbox"/> MUCS 620: Graduate Studio (2 cr)	_____	_____
<input type="checkbox"/> MUCS 630: Graduate Studio (3 cr)	_____	_____
<input type="checkbox"/> MUCE 699: Thesis in Music Education (3 cr)	_____	_____
<input type="checkbox"/> MUCP 640: Literature and Pedagogy (2 cr)	_____	_____
<input type="checkbox"/> Other: _____ (Subject/Course number/Title of course/# of credits MUST be provided)	_____	_____

Student's Signature

Date

Faculty's Name (Printed)

Faculty's Signature

Date