



Modern Human Anatomy Program

UNIVERSITY OF COLORADO **ANSCHUTZ MEDICAL CAMPUS**

Instructions for completing the ANAT 6750 Special Topics Request Form

ANAT 6750, Special Topics, enrollment requires instructor and academic advisor permission prior to student registration. Depending upon the particular course offering, this course may have varying credits. In order to insure that students are registering for the correct course and proper amount of credits, we require that students complete this form in advance of registration.

Instructions:

1. Obtain and complete the *Special Topics Request Form*.
2. The Student and the ANAT 6750 instructor review the *Special Topics Guidelines and Information* below.
3. Obtain the signatures from the ANAT 6750 instructor and your faculty academic advisor.
4. Submit signed form to the MSMHA Program Administrator for further processing.
5. Once all signatures are secured, the MSMHA Program Administrator will email the student the permission number in order to register for the course.
6. The student is then responsible for signing up for the class prior to the posted add/drop deadline.
7. The original form will be placed in the student's file.

It is the student's responsibility to make the request to enroll in ANAT 6750 prior to the start of the semester. As several signatures are required in order for the form to be processed, it is highly recommended that this process be started early in the registration period.

Special Topics Guidelines and Information

(Students must check each item below, indicating that the student has read the guideline)

- 1 credit of Special Topics translates into approximately 45 hours of course and project-related work. Students will be awarded a letter grade for this course. No '+' or '-' grades will be awarded (e.g. A-, B+ are not awarded).
- The completed Special Topics Request Form with all three required signatures must be submitted to the Program Administrator no later than the first day of classes of the semester of enrollment.
- Submission of this form to the Program administrator does not enroll the student in the course.** The student will be provided with a registration code to enroll in the course. It is the student's responsibility to add the course to his or her schedule prior to the add/drop deadline.



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ANAT 6750 SPECIAL TOPICS REQUEST FORM

*To be completed by students when requesting
ANAT 6750: Special Topics*

Please print or type

| | | | | |
|---|------------|-------------------|--|------|
| Name | | Student ID Number | | Date |
| UC Denver Email Address | | Year | Term (check one) <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer | |
| Units/Credits | Instructor | | | |
| Signatures: | | | | |
| Student | | | Date | |
| Instructor of Course | | | Date | |
| Academic Advisor | | | Date | |
| To Be Completed by Program Administrator: | | | | |
| Permission Number | | | Date Permission Number Assigned: | |

Please return completed form to the MSMHA Program Administrator in order to obtain the required permission number for registration.