

**University of British Columbia  
Department of Civil Engineering**

**CIVL 492 DIRECTED STUDIES COURSE REQUEST**

*This form should be signed by the faculty member and then submitted as a pdf to [undergradsupport@civil.ubc.ca](mailto:undergradsupport@civil.ubc.ca). Please note the following: this course is not available with a Pass/Fail marking scheme; a course cannot be opened after the first two weeks of term; **the deadline for mark submissions is the end of term, as with other courses.** [If a mark is not then submitted, a "W" will be assigned unless a request for an extension is made and granted.] If a room booking is required, the faculty member should request this from the Front Desk.*

Instructor: \_\_\_\_\_  
Course Title: \_\_\_\_\_  
Course Format: \_\_\_\_\_ (Project, Lecture or other)  
No. of credits: \_\_\_\_\_ (2 or 3 credits)  
Year: \_\_\_\_\_  
Term: \_\_\_\_\_ (Sep, Jan or S)

Please register the following students in the above course:

Student Name	Student Number	Student Program (BASc, MEng, MASc, PhD)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Rationale**

*Please provide a brief rationale for the need to establish this course:*

\_\_\_\_\_  
\_\_\_\_\_

Instructor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Fourth Year Advisor approval: \_\_\_\_\_  
*[implies approval as a 4th year technical elective]*

Approval date: \_\_\_\_\_

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Associate Head approval: \_\_\_\_\_

Approval date: \_\_\_\_\_

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Head's approval also required:  yes;  no

Head approval: \_\_\_\_\_

Approval date: \_\_\_\_\_

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*[For Office use]*

	<i>Date</i>
<input type="checkbox"/> Request to Classroom Services:	_____
<input type="checkbox"/> Course Created in FSC/SISC:	_____
<input type="checkbox"/> Students Registered:	_____
<input type="checkbox"/> Grades Entered:	_____