

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