

**WINONA STATE UNIVERSITY
PERMISSION FOR ONE-TIME COURSE OFFERING**

Type one copy only. After form is signed, the Dean’s Office will make copies and distribute as follows: Original to Dean and copies to Department Chairperson, and Registrar; additional copies to Graduate Council chairperson and Director of Graduate Studies.

Date:

Department:

Course Number: Course Title:

Credits: Prerequisites:

Required for Major_____

Elective_____

- Type of Grading: _____ Grade Only *or* _____ P/NC Only *or* _____ P/NC option
- Term and year to be offered:
- Give Title, brief description and content of the course:
- Indicate why it is important to offer this course:
- Department action at meeting date: (Attach Minutes)
- Will this course require additional funding? Yes No
- Will this course require additional staff? Yes No

Approve
Disapprove

Department Chairperson

Date

Approve
Disapprove

College Dean

Date

Approve
Disapprove

Director of Graduate Studies

Date

NOTE: This authorizes the offering of this course *only once*. One-time course offerings may be offered for University Studies credit only if they are approved by the University Studies Subcommittee and A2C2. If the Department wishes to offer it again, approval must be given according to the prescribed procedures, using the *New Course Proposal Form*.