# Course Validation Proposal

Use this form to propose validation of an out-of-date course. This must accompany a petition for extended time to degree. Complete a separate form for each course to be validated.

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| Name | Click or tap here to enter text. | Student ID number | Click or tap here to enter text. |
| Email address | Click or tap here to enter text. | Phone number | Click or tap here to enter text. |
| Graduate program | Click or tap here to enter text. | Department | Click or tap here to enter text. |
| Course Prefix and Number | Click or tap here to enter text. | Semester Completed | Click or tap here to enter text. |
| Grade Earned | Click or tap here to enter text. | Course Instructor | Click or tap here to enter text. |

1. **Validation Proposal**

What specifically will the student produce to validate currency in the course? See a list of possible activities at the end of this form. How will the evaluation be completed?

Click or tap here to enter text.

1. **Approval of the Validation Proposal**

The validation plan is acceptable to me and I agree to evaluate the student’s knowledge of current content as proposed.

Course Instructor Signature: Click or tap here to enter text.

Date:

This form must be emailed by the course instructor or the graduate program director to the dean of the College of Graduate and Professional Studies.

Once the petition and validation proposal(s) have been approved, the completion of the validation must be submitted separately.

**Possible validation activities:**

1. Passing an examination specifically on the material or requisite subset of the material covered by a given course.
2. Passing a more advanced course in the same subject area that clearly utilizes and builds upon the work of the lower level course.
3. Passing a comprehensive examination in which the student demonstrates substantial knowledge of the content of a course.
4. Teaching the given course or one that is closely comparable.
5. Publishing scholarly research demonstrating substantial knowledge of the course content.
6. Completion of an independent study or project to address a particular deficiency.
7. Professional development activities and/or professional experiences that are documented by evidence such as samples of work related projects relevant to course content with an explanation for how they are applied “on the job.”