DEPARTMENT OF LINGUISTICS

How to Request Course Authorization

In order to enroll in a course that requires instructor or department approval, please follow the procedure below to obtain course authorization.

Send an email to the instructor you wish to register for credits with, copying the graduate coordinator. Ask that the instructor 'reply all' when they respond with approval.

The following items MUST be included in your request for authorization:

NAME
UO 95 NUMBER
SUBJECT CODE AND COURSE NUMBER
COURSE CRN (found here)
NUMBER OF CREDITS
GRADE MODE (if optional)
COURSE TITLE*

*Reading courses such as LING 405/605 require a title. If taking more than one reading course, talk with the Undergraduate/Graduate Coordinator about the CRN.

PLEASE NOTE: APPROVED authorization requests must be submitted to the graduate coordinator

by the registration deadline at 3PM.