

MBA PROGRAM Non-MBA Class Request

At some point in your course planning, you may decide to take either an undergraduate level class or a class not offered by the Foster School. Visit the MBA website <http://www.foster.washington.edu/academic/mba/currentstudents/Pages/nonmba.aspx> for pre-approved non-MBA classes. You do not need permission to take the particular classes listed as long as you follow the limits as described in your *Guide to Registration* or in your *MBA Student Handbook*.

If you wish to take a class **not** on the approved list toward your MBA degree, you must complete this form and return it to the MBA Program Office. Approval must be received before you start the class and should be requested at least a month prior to the start of the quarter in which you plan to take the course in question.

Last Name:	Date:
First Name:	Student ID #
UW email address:	Contact Phone No.

Non-MBA Course number and title: _____

No. of Credits: _____ Intended Quarter of Registration: _____

Instructor: _____

Describe the reason(s) why you wish to take this course and how it relates to your MBA degree.

Attach a course syllabus or catalog description of the course.

Department decision:

This course **may /may not** be counted toward this student's MBA degree program.

Authorized signature: _____ Date: _____