

# CELL AND DEVELOPMENTAL BIOLOGY GRADUATE PROGRAM

## External Course Approval Form

Currently, CDB policy states that “courses offered outside of MCW are encouraged. Consult with the Program Director prior to taking outside courses so that appropriate credits can be awarded.”

If a student believes that an academic course offered by an accredited institution other than MCW supports their dissertation proposal, they may petition the Program Director to award MCW credits for alternate coursework. This form serves as the formal document to initiate those proceedings.

### Instructions:

1. The student, together with the primary dissertation mentor, should provide a short statement explaining why an exception should be granted.
2. The final decision is made by the CDB Program Director.

**Applicant's Name:** \_\_\_\_\_ **Date of Petition:** \_\_\_\_\_

**Please explain why the course is selected and how it supports the candidate's dissertation proposal. Please add a description of the course, institution, dates of attendance, whether the course is virtual or in-person and number of credits offered (300 words or less):**

**Signatures:**

*By signing below, you are attesting that you have read the above statement. Please indicate your position on the petition to award MCW credits for the proposed course.*

<i>Agree</i>	<i>Do not agree</i>		<i>Printed Name</i>	<i>Signature</i>	<i>Date</i>
		<i>Student</i>			
		<i>Primary Mentor</i>			

**Program Director:**

<i>Permission granted</i>	<i>Permission denied</i>	<i># MCW credits awarded</i>	<i>Printed Name</i>	<i>Signature</i>	<i>Date</i>