

THE UNIVERSITY OF BRITISH COLUMBIA  
SCHOOL OF LIBRARY, ARCHIVAL AND INFORMATION STUDIES

**APPLICATION FOR CREDIT FOR 'EXTERNAL' COURSES**

Note: An 'external' course is any course outside your own degree program, whether at SLAIS or elsewhere. SLAIS cross-listed courses are not considered 'external' courses.

DEGREE PROGRAM:       MAS       MLIS       DUAL

Date: \_\_\_\_\_ Student #: \_\_\_\_\_

Name: \_\_\_\_\_

Is this for FNCC?  Yes       No

Student's Signature: \_\_\_\_\_

Graduate Adviser's Signature: \_\_\_\_\_

In accordance with the regulations specified in the *UBC Calendar*, you are permitted to take up to twelve credits in 'external' courses to be applied to your requirements for your degree. **Please complete a copy of this form for each external course you wish to take, not including SLAIS cross-listed courses.**

Permission for crediting this course towards your degree will be decided by the SLAIS Graduate Advisor, in consultation with other faculty members as may be deemed advisable. If you wish to appeal the decision you may do so through the School's Adjudication process.

**Please note that permission for credit for this course must be granted before the first class takes place. Permission to register in the course must be given by the instructor of the course.**

Approval of this application will be granted on the basis of the following criteria:

1. The content of the course is not covered in a course available within your degree program.
2. The content of the course is highly relevant to your career goals.
3. The content of the course does not duplicate in any way, a study you have already completed.
4. The course is at 300 level or higher.
5. Prerequisites: MLIS: LIBR 500, LIBR 501, LIBR 502, and LIBR 503. MAS: ARST 500, ARST 510, ARST 515, ARST 516, ARST 520, ARST 540, ARST 587, and ARST 573. Dual MAS/MLIS students must complete either the MAS or MLIS core before being eligible to take any external non-SLAIS courses. For SLAIS courses Dual students must have the stated prerequisites for each particular course.

Course Title & Number: \_\_\_\_\_ Credits: \_\_\_\_\_

Institution/Program Offering the Course:  
\_\_\_\_\_

Year and term in which you will take the course:  
\_\_\_\_\_

**Please attach a course description. Indicate briefly on a separate sheet what you hope to learn that would make this course directly relevant to your individual program and your career goals.**