Course Proposal Application  
Disciplinary Credit - 2024

**University of Lethbridge Applied Studies**   
**Course Proposal Application**

Students applying for an Applied Studies course at the University of Lethbridge need to submit a Work Placement Application and Course Proposal Application.

This Course Proposal Application will need to be approved by an Applied Studies Instructor before being sent to your Academic Supervisor and Department/Area Chair for final approval. Once all documents have been approved, an Applied Studies Instructor will register you for your course and send confirmation.

Student's First Name

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Student’s Last Name

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Student’s University of Lethbridge Email

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Student’s ID Number

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**Applied Studies & Academic Supervisor**

Consulting Applied Studies Instructor   
  
  
Stacey Gaudette-Sharp: s.gaudette@uleth.ca  
Erin Kennett: erin.kennett@uleth.ca  
Chelsea Le Francois: chelsea.lefrancois@uleth.ca  
Brittany Lewis: brittany.lewis@uleth.ca   
Joe Rice: joe.rice@uleth.ca  
  
  
If you cannot remember who you discussed your Applied Studies course with, please check your appointment history in MyExperience

Academic Supervisor's Name

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Academic Supervisor's Email

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Academic Supervisor's Department/Area  
 *(ex. Kinesiology, Art, Psychology, etc.)*

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**Degree Information**

Degree

* Bachelor of Arts (4)
* Bachelor of Education (5)
* Bachelor of Fine Arts (6)
* Bachelor of Health Sciences (7)
* Bachelor of Management (8)
* Bachelor of Music (9)
* Bachelor of Nursing (10)
* Bachelor of Science (11)

Major(s)

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Minor(s), if applicable

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Year of Study

* Select year

Cumulative GPA

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Applied Studies Semester

* Select semester

Academic year you are taking the course

* Select year

Applied Studies Course Department/Area (ex. Kinesiology, Art, Psychology)

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Applied Study Course Level    
Based on conversations with your Academic Supervisor

* Select course level (2980, 3980, 4980)

Have you previous completed an Applied Studies course?

▼ Yes (1) ... No (2)

Liberal Education Designation

▼ Fine Arts/ Humanities (1) ... No designation (4)

Proposed Course Title (limited to 100 characters)

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**Academic Plan**  
 Academic deliverables are an essential component of this course accounting for 60% of the total grade. You can have 1 to 4 academic deliverables in your plan (ex. paper(s), presentation(s), project(s), or other academically appropriate deliverables).  
   
 Engage in thorough discussions with your Academic Supervisor to clearly understand the deliverables' expectations, deadlines, weighting, and any other relevant details.  
   
 Utilize the provided online platform, accessible at (Academic Plan), to build and submit your academic plan. The plan is due 6 weeks after the start of the semester and should only be submitted after you have been registered for the course.

If you Academic Supervisor has provided a plan or additional documents relevant to your course, please upload here. (optional)

Upload (optional)

What are you hoping to achieve through this course?  Tell us in approximately 300 words how the work placement and academic project will help you accomplish your goals.

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What is the preliminary focus of your academic deliverables? What questions, research, theories, and/or academic concepts do you wish to pursue in relation to your work placement?

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How does your Academic Supervisor's area of expertise relate to the focus of your course?

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I certify that the particulars furnished are true and complete in all respects, and that no information has been withheld. I understand that falsifying documents or information on this application will result in immediate permanent dismissal from the Applied Studies Program.   
  
  
I understand that any positions initiated by the University of Lethbridge Applied Studies Program will be registered as an Applied Studies course.   
  
  
I give permission for the University of Lethbridge Applied Studies office to give/receive information regarding grades, transcripts, and evaluations to/from the Work Placement Supervisor and the Academic Supervisor.   
  
  
I understand that the Applied Studies office will retain a copy of my academic transcript for my Applied Studies file. By submitting this application, you authorize the verification of the information provided on this form and agree to the terms set out in this form.  
  
  
Upon approval by all listed parties on my completed Applied Studies applications, I agree to be registered in the course listed.  
  
Protection of Privacy – If the information contained in the above authorization is personal information governed by the Alberta Freedom of Information and Protection of Privacy Act, such personal information on this form is collected under the authorization of Section 33(c) of that Act and is protected under Part 2 of that Act.   
  
  
Such personal information will be used for the purpose of application to Applied Studies courses at the University of Lethbridge and for the purpose of managing the consent for disclosure of personal information process.  Direct any questions about this collection to: Director, Governance (403) 329-2201.   
  
  
This form will be retained and disposed of in accordance with approved records retention and disposal schedules of the University of Lethbridge.

* I consent (1)

Student signature