Office of Educational Support Services
School of Education
233 Hagedorn Hall
Tel: (516) 463-5747 / Fax: (516) 463-6503

NOTICE TO STUDENTS:

- All course evaluation requests must be accompanied by photocopies of bulletin course descriptions and transcripts.
- For final acceptance, students must provide college credits on the official transcript from an accredited institution and photocopies of the signed Course Approval/Evaluation Request Form.

Student Name: _____
Student ID#: _____ Email: _____
Address: _____
City/Town: _____
Phone: _____ Fax: _____
Date: _____ Accredited Institution: Yes ___ No ___

COURSE APPROVAL/EVALUATION REQUEST FORM:

Category to be Fulfilled	Course to be Evaluated	Institution	Approved	Denied
Artistic Expression/ Humanities				
Communication				
Information Retrieval				
Concepts in History/ Social Science				
Language other than English				
Scientific Processes				
Mathematical Processes				
Literature, Analysis & Written Expression				
Economics				
Philosophy/Ethics				
Political Science				
Foundations of Education				
Literacy Studies				
Special Education				
Human Development/ Child Development				
Research Methods/Statistics				
OTHER:				

Comments:

NOTE: **The form is not valid unless signed by the Office of Educational Support Services**
School of Education
233 Hagedorn Hall, 119 Hofstra University
Hempstead, NY 11549
Tel: (516) 463-5747
Fax: (516) 463-6503

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Signature: Director of Program Support **Date**

Revised: 09/06/2016