

UNIVERSITY OF NORTH TEXAS
Department of Mechanical Engineering (ME)
SPECIAL TOPICS COURSE REQUEST

Special Topics Courses: CNET/ MEEN/MEET: 2900, 4900 and MEEN/EGMT/MSET 5900

STUDENT NAME / ID: _____	DATE: _____
UNT Email Address: _____	Telephone #: _____
Undergraduate: CNET <input type="checkbox"/> MEEN <input type="checkbox"/> MEET <input type="checkbox"/> Graduating Senior? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Graduate (EGMT): Construction Management <input type="checkbox"/> Energy Management <input type="checkbox"/> General Engineering Management <input type="checkbox"/>	
Graduate (MSET): Construction Management <input type="checkbox"/> Mechanical Systems <input type="checkbox"/> Engineering Management <input type="checkbox"/>	
Graduate (MEEN): Energy <input type="checkbox"/> Mechanical Systems <input type="checkbox"/> Modeling & Simulation <input type="checkbox"/> Materials & Mfg <input type="checkbox"/> Thermal-Fluid Systems <input type="checkbox"/>	
Degree Plan on File? YES <input type="checkbox"/> NO <input type="checkbox"/>	
COURSE NUMBER: _____	INSTRUCTOR: _____ CREDIT HOURS: _____
COURSE TITLE _____	
Have you taken a Special Topics course before? YES <input type="checkbox"/> Provide the following information	
COURSE NUMBER / CREDITS: _____	INSTRUCTOR: _____ SEMESTER: _____

Requirements:

1. **Submit at least two weeks prior to the start of the semester when the course is offered.**
2. **Course Syllabus**
 - a. A 1-2 page Course Syllabus should be created by the Instructor complete with course description, expectations and performance assessment.
3. **Justification**
 - a. Justification statements that explain the need for this course as opposed to a regularly offered course.

Required Signatures/Date

Student / Date	Instructor (If different from Major Professor)/Date
Major Professor (MS/PhD Only) / Date	Department Chair / Date

COMMENTS IF REJECTED