

Sponsorship by Non-Departmental Faculty

Revised October 1993

Under normal circumstances only faculty holding Department of Psychological & Brain Sciences faculty appointments may enroll undergraduate students in Psychology 197 (Honors Research in Psychology), 198 (Readings in Psychology) or Psychology 199 (Independent Research in Psychology).

Faculty members not holding a ladder or lecturer SOE appointment within the Department may enroll Psychology 197, 198 or 199 students, but only with the sponsorship* and approval of the Psychology Department Chair or Vice-Chair.

In such cases, all Department requirements pertaining to these courses (e.g., student eligibility, unit restrictions, grading option criteria, etc.) must be met, and it will be the obligation of the Chair or Vice-Chair sponsor to ensure compliance with these requirements and to sign the final grade sheet(s).

*Sponsorship by the chair or Vice-Chair includes participation in the assignment of the course grade.

NOTES: At the October 5, 1993 meeting of the Executive Committee it was decided, in order to ensure compliance with the above, that the following procedures would become effective immediately:

- Enrollment maximums for PSY 197/198/199 will be set at 0 so that NO pre-enrollment or schedule adjustment through RBT could occur without an enrollment code from the instructor (through the Undergraduate Advisor).
- Students wishing to enroll in 197/198/199 with a non-Psychology faculty member (one who is NOT a ladder or lecturer SOE within the Psychology Department) must submit the "green form" with the signatures of BOTH the sponsoring non-Psychology faculty member and the Chair or Vice-Chair of Psychology.
- The Chair or Vice-Chair must also approve/sign requests by students to enroll in 197/198/199 with Unit 18 (temporary lecturer) faculty instructors.
- When the Department receives the official Class List(s), the Undergraduate Advisor will drop any student who has not met the above requirements.