



Office of Financial Aid
Course Evaluation Request Form

Part A - Student Information

Request Made By: [ ] Phone Request [ ] Office Visit

Student Name, Ram ID#, Current Address, City, State Zip Code, Contact Phone Number, E-mail address, Student's Signature, Date

Part B - Degree/Certification Information (To be completed by Academic Advisor or Department Chairperson)

Student is pursuing (check one): [ ] 2nd Undergraduate Degree, [ ] Teacher Certification Program, [ ] 2nd Master's Degree. Student Degree Level (check one): [ ] Undergraduate, [ ] Graduate

Name of Degree/Program Enrolled, Term of Enrollment

# Hours Required for Major/Certification (noted on attached check sheet)

Prerequisites (course # and name)

Table with 4 columns for prerequisites (course # and name)

Additional Comments

Blank lines for additional comments

Part C - Acknowledgement

The check sheet serves as a roadmap for the student to follow during enrollment. For financial aid purposes, the student will be awarded federal financial aid according to courses/hours needed to complete a particular degree or program.

All signatures acknowledge that the above information and attached check sheet reflect an estimate of the number of hours required to complete the above mentioned degree/certification.

Academic Advisor, Date

DO NOT WRITE BELOW THIS LINE

[ ] Approved (Semester Originated ...) [ ] Denied