

**Complete and return this form to:**

University of Rochester - Simon Business School  
Office of the Registrar  
245R Gleason Hall  
[registrar@simon.rochester.edu](mailto:registrar@simon.rochester.edu)  
Phone: (585) 275-3533 / Fax: (585) 271-3907



**GBA491 MASTER READING COURSE FORM**

**Directions**

- Use this form to register for a Master Reading Course, which constitutes an agreement between the student and instructor. It requires approval of the Senior Associate Dean of Faculty and Research. If this course is intended as a course substitution or to count toward an MBA specialization or minor, then approval is also required from the Area Coordinator.
  - Students cannot use a paid project, job or Internship as the proposed curriculum for a Master Reading Course.
- \*\*Instructors: GBA491 grades will be submitted using a GBA491 Final Grade form.

**Student Name:** \_\_\_\_\_ **UID#:** \_\_\_\_\_  
Please print Last First MI

**Program:** \_\_\_\_\_

**Advisor's Signature:** \_\_\_\_\_  
Date Print Name

Terms:  Fall A  Fall B  Spring A  Spring B  Summer Academic Year: \_\_\_\_\_

**\*\*Please attach a complete description of the proposed curriculum for this course, specifying all readings and deliverables. The total expected student hours should be 45 per credit earned, which is 112.5 hours for a typical 2.5 credit-hour course:**

\_\_\_\_\_  
Student's signature Date Print Name

\_\_\_\_\_  
Instructor's signature \*\* Date Print Name

\_\_\_\_\_  
Sr. Associate Dean of Faculty & Research Signature Date Print Name

**If you intend this Reading Course to substitute for a specific course or to count towards a specialization or minor, then you must also obtain approval from the Area Coordinator before the start of the course.**

Course: \_\_\_\_\_ or Specialization/Minor: \_\_\_\_\_

\_\_\_\_\_  
Area Coordinator Date Print Name

*\*Registrar's Office Use Only\**

Revision: 3/2020

Date Received: \_\_\_\_\_ Date Processed: \_\_\_\_\_ By: \_\_\_\_\_ No hold: \_\_\_\_\_ Course created & student enrolled: \_\_\_\_\_