

## **Restricted Course Approval Form Instructions**

### **Instructions for Students**

- This form must be completed for approval to register in any BIOL 495 course.
- Please fill out this form as accurately as possible. Once you have filled out your information, read the policies of enrolling in BIOL 495, acknowledge, and sign the last page.
- Email your form to the Biology faculty that you are doing research with. This is not necessarily the instructor listed for the class.

### **Instructions for Faculty**

- If you accept the student into your research lab, please sign this form.
- Once signed, please email the completed form to Sarah Cohen, [sarah.cohen@csun.edu](mailto:sarah.cohen@csun.edu), to verify the information on the form. **This form will not be accepted if it is emailed by the student.**

**Once all of the information has been verified, an email will be sent to the student letting them know that they now have access to the BIOL 495 course specified in this form. The student then has 48 hours to enroll in the course before their access expires.**

If you have any questions about this form, please email Sarah Cohen at [sarah.cohen@csun.edu](mailto:sarah.cohen@csun.edu)

Please do **NOT** turn in this form to the Biology Office until your registration date. This form will **NOT** be accepted before your registration date.

RESTRICTED COURSE APPROVAL \_\_\_\_\_ COURSE \_\_\_\_\_ REG. DATE \_\_\_\_\_  
Semester

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Student ID #

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Student Major

\_\_\_\_\_  
Expected Graduation Date

\_\_\_\_\_  
Student email address

YES

NO\*

Are you academically disqualified?

Are you currently on academic probation?

Have you met the Entry Level Math (ELM) requirements?

Have you completed the English Placement (EPT) requirement?

Which of the following courses have you completed?\*(Check each)

Biol 106

Biol 106L

Biol 107

Biol 107L

\* Review policies and requirements on back of this form before submitting.

**PLEASE CHECK YOUR CHOICE OF RESEARCH**

- BIOL 495A Research – Microbiology
- BIOL 495B Research – Marine Biology
- BIOL 495C Research – Cell Molecular
- BIOL 495D Research – Genetics Development
- BIOL 495E Research – Ecology & Evolutionary

\_\_\_\_\_  
Research Supervisor Signature

\_\_\_\_\_  
Signature of Department Chair

\_\_\_\_\_  
Print Research Supervisor's Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**For Department Use Only**

Total Units Completed: \_\_\_\_\_ GPA: \_\_\_\_\_ Total Units of BIOL 490/495/499: \_\_\_\_\_

Approved  Denied \_\_\_\_\_ Permission Expires on: \_\_\_\_\_

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## Policies for Signing up for BIOL 495

- Please fill out the Restricted Course Approval Form with correct information, including your Registration Date.
- You **MUST** have completed BIOL 106/L and BIOL 107/L with a passing grade.
- You **MUST** be in good academic standing.
- Turn in the signed form on or after your Registration Date. If you turn it in with **incorrect information**, you **will not** be accepted into BIOL 495.
- You will only have 48 hours to enroll in the class, beginning from the date you turn in the form (Remember, the earliest you can turn in the BIOL 495 form is on the day you register for classes). If you do not enroll in BIOL 495 during that time, no new permission will be granted.
- You may only take a total of 9 units of BIOL 495 for a grade. After 9 units, you may only take BIOL 495 for credit/no credit. **Please also check with Financial Aid about their repeating courses policy.**
- If the class is already filled, the Department will not accept anymore BIOL 495 Forms.
- **ONLY CSUN STUDENTS ARE ACCEPTED IN BIOL 495. NO OPEN UNIVERSITY/EXTENDED LEARNING STUDENTS CAN ENROLL.**

I acknowledge that I have read and agree to the above policy.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

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