

COLLEGE OF BUSINESS

Request to Take a College of Business Online Course

Enrollment in online courses is limited and thus requires special permission from the Assistant Dean's Office. Special permission is restricted to students who have a compelling need to take online courses. Preferring live classes only on certain days, having an irregular work schedule, nor living out of town qualify as actionable requests for online enrollment.

Permission for online classes expires 24 hours after the date of the signature.

Additional Pricing Information for Online Classes in the College of Business

Taking an online class in the CoB includes additional fees for testing. The COB uses ProctorU to ensure academic integrity in distance education. **The cost of proctored tests are paid by the student at the time of the test.** Students must have a computer with a functioning camera and microphone in order to take the tests. All prices assume scheduling 72 hours before the exam.

Length of Exam	
30 min. or less	\$8.75
31-60 min.	\$15.00
61-120 min.	\$19.75
121-180 min.	\$25.00
181+ min.	\$30.00

NAME _____ DATE _____

CWID _____ GPA _____ MAJOR _____

E-MAIL ADDRESS (LaTech) _____

PHONE/CELL _____ EXPECTED GRADUATION DATE _____

COURSE REQUESTED _____
Class # Section Call # Class # Section Call #
 QUARTER _____

Reason for requesting online course (check all that apply):

- I will be off-campus because of an internship
- I am a student athlete who will be out of town frequently. Sport _____
- I need this class to graduate, and the on-campus class time conflicts with another required class.
 Other Class _____
- The on-campus section of this class is full, and I need the class this quarter
- Other (please specify) _____

College of Business, Undergraduate Programs, COBB 103A

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