

Middlesex Community College

Add to Course Master Request Form

Fall
 Spring
 Summer
 Year _____

 Credit

 Non-Credit

Workforce Grant Eligible

 No

 Contract Course

 Yes

 No

Department: Adult Learning Center _____ Business & Industry (BN) _____ Community Programs _____

Corporate Technologies _____ Miles _____ Other: _____

New Course?
 Yes

 No

 If no, Course # & Section # : _____

Course Title: _____

Credits: _____ Contact Hours: _____ Subcode (see below): _____

Cost: \$ _____ Does this course require a lab fee?

 Yes

 No

Special Program Name (i.e. Paraprofessional program): _____

	FRS Acct #	Amount	Fall	Spring	Summer
Fees - Facilities Development	803000		FF01	FS01	FU01
Fees - Technology Lab	201000		FF04	FS04	FU04
Fees - Business & Industry	310032		FF09	FS09	FU09
Fees - Evening Nursing	310046		FF13	FS13	FU13
Inst. Support Fee - IDS Course (only offered in Spring)	310036		-	FS35	-
Tuition Non Credit Other	201000		TF14	TS14	TU10
Tuition Business & Industry	310032		TF15	TS15	TU17
Tuition Grant Programs	503148		TF18	TS18	TU14
Tuition Contract Courses	310032		TF19	TS19	TU15
Tuition - IDS Weekend Course (only offered in Spring)	310036		-	TS35	-
Womens Network Seminars	300701		TF20	TS20	TU16
Miles Program	310031		TF22	TS22	TU18
DMR Grant	503148		TF28	TS28	TU28
Tuition - Evening Nursing	310046		TF31	TS31	TU31
English Learner Institute	310034		TF33	TS33	TU33

Max Enrollment: _____ (check, one)
 Pass/Fail

 Letter Grade

 No Grade

Campus: _____ Room: _____ Site if off-campus _____

Starting Date: _____ Ending Date: _____ Meeting Days: _____

Starting Time: _____ Ending Time: _____ Instructor: _____

Comments: _____

Form Completed by: _____ Date: _____

Please return this form to Kayla Boyd, Registrar or Katharina Lach, Lowell-Cowan Center, Rm 314