

**MONTANA STATE UNIVERSITY  
COLLEGE OF NURSING**

**POLICY #D-9**

**TITLE:** ELECTIVE GRADUATE NURSING COURSES

**POLICY:** A faculty member who desires to develop a graduate level elective course should submit an MRO and syllabus to the Graduate Academic Affairs Committee (GAAC). After receiving approval from GAAC, administrative resources will be sought by the Associate Dean for Graduate Education for the course to be taught as Special Topics (NRSG 580). As per policy of The Graduate School, the new elective course must be taught twice as Special Topics before seeking a permanent course number and college administrative approval for the course.

**RATIONALE:** This procedure provides a standard protocol for faculty members interested in developing elective graduate nursing courses.

**Reviewed/Approved by:**

**Level I:** GAAC (January, 2013, April 2018)

**Level II:** Associate Dean for Graduate Education (May, 2013, April, 2018)