 **Senate Graduate & Research Council**

**Graduate Studies Course/Milestone Form**

Prior to form submission, review the [content revision instructions](https://uwaterloo.ca/graduate-studies-postdoctoral-affairs/faculty-and-staff/graduate-program-and-coursemilestone-changes). For questions about the form submission, contact [Trevor Clews](https://uwaterloo.ca/graduate-studies/about/people/tclews), Graduate Studies and Postdoctoral Affairs (GSPA).

**Faculty**: Choose an item.

**Effective date**: Term: Choose an item. Year: Choose an item.

**Milestone**Note: milestone changes also require the completion/submission of the [Graduate Studies Program Revision Template](https://uwaterloo.ca/graduate-studies-postdoctoral-affairs/faculty-and-staff/graduate-program-and-coursemilestone-changes).

New: Choose an item.

Inactivate: Choose an item.

Revise: from Choose an item. to Choose an item.

**Course**Note: some course changes also require the completion/submission of the [Graduate Studies Program Revision Template](https://uwaterloo.ca/graduate-studies-postdoctoral-affairs/faculty-and-staff/graduate-program-and-coursemilestone-changes).

New: Complete all course elements below   
  
 Inactivate: Complete the following course elements:   
 Course subject code, Course number, Course ID, Course title

Revise: Complete all course elements below to reflect the proposed change(s) and identify the course elements being revised (*e.g. Course description, Course title*):

**Course elements** (complete as indicated above. Review the [glossary of terms](https://uwaterloo.ca/quest/graduate-students/glossary-of-terms) for details on course elements)   
  
Course subject code: Choose an item.   
  
Course number:   
  
Course ID:   
  
Course title (max. 100 characters including spaces):   
  
Course short title (max. 30 characters including spaces):   
  
Grading basis: Choose an item.   
  
Course credit weight: Choose an item.   
  
Course consent required: Choose an item.   
  
Course description:   
  
Meet type(s): Choose an item. Choose an item. Choose an item. Choose an item.   
  
Primary meet type: Choose an item.   
  
Delivery mode: Choose an item.   
  
Requisites:   
  
Special topics course: Yes  No    
  
Cross-listed course: Yes  No    
  
Course subject code(s) and number(s) to be cross-listed with and approval status:   
  
Sections combined/held with:

**Rationale for request:**

**Form completed by**:   
**Department/School approval date** (mm/dd/yy):

**Reviewed by GSPA** (for GSPA use only)  date (mm/dd/yy):

**Faculty approval date** (mm/dd/yy):

**Senate Graduate & Research Council (SGRC) approval date** (mm/dd/yy):