



**COURSE DESCRIPTION REQUEST FORM**

**Please submit this completed form to: [Registrar.Scheduling@umb.edu](mailto:Registrar.Scheduling@umb.edu)**

Course descriptions may be acquired directly from our website for catalogs dating from 2009-current year at [https://www.umb.edu/academics/course\\_catalog](https://www.umb.edu/academics/course_catalog). Anything prior to 2009 can be obtained through the completion of this form. Please note that processing time for requests is 4-5 business days. If the course(s) was offered prior to 1982, or through Boston State College, please allow 7-10 business days for processing.

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ UMASS BOSTON  BOSTON STATE COLLEGE

STUDENT NAME (OR PREVIOUS NAME): \_\_\_\_\_

STUDENT ID #: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_/\_\_\_\_/\_\_\_\_

DATES OF ATTENDANCE: \_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_ PHONE: \_\_\_\_\_

COURSE SUBJECT & NO.	COURSE TITLE	TERM & YEAR TAKEN

PLEASE EMAIL THE DESCRIPTION TO:

I UNDERSTAND THAT THIS REQUEST FOR A COURSE DESCRIPTION(S) IS **NOT** THE SAME AS A SYLLABUS. IF A SYLLABUS IS WHAT I REQUIRE, I NEED TO OBTAIN THAT DIRECTLY FROM THE INSTRUCTOR/DEPARTMENT THAT ACCOMMODATED THE COURSE.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

