Special Temporary Topics (STT) Course

An academic unit may initiate a request for a special temporary topics (STT) course. The approval process, and purpose of STT courses, is different than for regular special topics courses. Academic units (Graduate Program Chairs) should submit a memo requesting approval of an STT course to the Chair of the Faculty Graduate Studies Committee (FGSC).

This memo should include the following information:
- a rationale for the course
- the manner in which the course relates to the departmental curriculum
- the probable audience (level, number of registrants, fields of study, etc.)
- course title (long and short)
- proposed course subject and number (note that the number should correspond to a potential number available for permanent use for the course in case the course is made permanent)
- units
- short course description
- prerequisite
- grading basis
- proposed term of initial offering

For STT proposals that are approved, the Chair of the FGSC will communicate the approval to the academic unit and to the Registrar (and scheduling) for assignment of a special temporary topics course number. STT courses will normally expire after a maximum of three terms (S. 96-5).

The practice is to allow courses to be offered in three consecutive terms unless a specific request is received and approved for a specific time period (i.e., there is a plan with a beginning and end date), to ensure that the course is in fact offered on a temporary basis.