

Rules regarding Supervised Readings Courses for Columbia students taught by Shared Course Initiative instructors at other institutions

Columbia students taking language classes through the SCI are encouraged to stay within the ordinary sequence of classes: Elementary I and II, Intermediate I and II, and Advanced I and II (when offered).

In some rare cases, a Supervised Reading class, offered by an instructor at an SCI partner institution to a Columbia student, will be considered. Supervised Readings must adhere to the following rules in order to be considered for approval:

1. Supervised Readings will only be approved if there is a compelling reason for offering one. Not being able to meet the published or agreed-upon schedule is not an acceptable reason to add a Supervised Reading.
2. Supervised Reading courses should not duplicate in whole or in part the material of an existing course.
3. Supervised Readings courses will only be approved following the submission of a plan of study or a syllabus that clearly lays out the purpose of the course as well as specifically indicates the number of contact hours and the number of credits sought.
4. Registration in a Supervised Readings course will require, in writing and on the approved form, the signature of Stephane Charitos, Columbia's Language Resource Center Director; the signature of the instructor; and the signature of the student's advising dean.
5. Supervised Reading courses are approved for one student (or one groups of students) trying to accomplish a singular goal. Students must enroll in the Supervised Readings course to which they are assigned during the enrollment period. They may not enroll in any Supervised Readings course except for the one to which they are assigned.
6. Supervised Reading courses must be added well before the add/drop deadline. Any request for a Supervised Reading course immediately preceding or after the add/drop deadline at Columbia will not be considered for approval. Consequently, any student considering a Supervised Reading is strongly encouraged to begin the approval process well before the semester in which it is to take place.
7. If any of the above conditions are not met, then a Supervised Reading will not be approved.
8. The LRC reserves the right not to approve a Supervised Reading for reasons beyond those stated above.
9. Any questions about this process can be directed to Stephane Charitos, LRC Director, at sc758@columbia.edu.