

Incoming Exchange Student Course Request Form

Undergraduate exchange students must be registered for exactly 12 hours of course credit (*unless otherwise stipulated*) each semester while attending MU to remain in compliance with US visa regulations. Students are permitted to enroll in 6 to 12 hours of journalism coursework, and the remaining credit hours should be comprised of non-journalism coursework (*ex. History, Sociology, etc.*).

Graduate exchange students should register for 9 hours of course credit.

Students should refer to course catalogs for complete course descriptions. Students should also refer to the online schedule of classes to view days/times that individual courses will be offered.

NOTE: This information is available online at <http://catalog.missouri.edu/courseofferings/journ/> & <https://myzou.missouri.edu> (see *Guest Access: Catalogue and Schedule of Classes*).

NOTE: An updated schedule of classes should be available online at the midpoint of the semester prior to the semester of attendance (*example: mid-March for the Fall Semester; mid-October for the Spring Semester*). The availability of courses changes every semester, as well.

Tips for Choosing Courses

- Days are listed by letter: M = Monday T = Tuesday W = Wednesday R = Thursday F = Friday
- Courses listed 0-2999 are basic courses, lower-division credits (*usually first & second year courses or general education requirements*)
- Courses listed 3000-4999 are advanced courses, upper-division credits (*usually third & fourth year courses*)
- Courses listed 7000 are graduate-level courses and are **not** available to undergraduate exchange students

NOTE: Students must have met all prerequisite requirements or demonstrate equivalent academic/professional experience in order to enroll in some courses.

Newsroom Option

Some courses at the School of Journalism require you to work weekly shifts in a newsroom in the city. These newsroom shifts are intensive practical experiences, often requiring shiftwork throughout each week and possibly the ability to travel for stories (*particularly for KOMU courses*). Due to the significant course requirements of these particular opportunities, students may not enroll in more than one newsroom course during a semester.

Additionally, some of the advanced newsroom courses may require particular prerequisite work; this is especially true for Missourian, Vox, and KOMU courses. To determine your eligibility the course faculty will review the student's CV and demonstrated work in a portfolio/website. The faculty may also request a follow-up conversation or meeting.

Newsroom Courses

1. Columbia Missourian:
 - a. Digital News Editing – J4406
 - b. Intermediate Writing – J4410
 - c. Magazine Editing – J4408
 - d. Magazine Staff – J4984
 - e. Magazine Design – J4506
 - f. Publication Design – J4500
 - g. Staff Photojournalism – J4560
2. Vox Magazine:
 - a. Intermediate Writing – J4410
 - b. Critical Reviewing – J4418
 - c. Publication Design – J4500
 - d. Magazines Across Platforms – J4464
 - e. Magazine Staff – J4984
 - f. Advanced Publication Design – J4988
3. KOMU 8 (TV):
 - a. Broadcast News I – J4300 **
 - b. Broadcast News II – J4306
 - c. Broadcast News III – J4308
 - d. News Producing – J4310
- e. Advanced Broadcast Reporting – J4320
- f. Adv. Internet Applications for TV News – J4974
4. KBIA 91.3 (Radio):
 - a. Advanced Broadcast Reporting – J4320
 - b. Adv. Internet Applications for Radio News – J4974
5. Newsy (Video News):
 - a. National News Writing & Production – J4810 **
6. IRE (Reporting):
 - a. Investigative Reporting – J4436
7. Global Journalist (*not available Spring 2020*):
 - a. Global News Across Platforms – J4662
8. Futures Lab (Convergence):
 - a. Convergence Reporting – J4804
 - b. Convergence Editing & Producing – J4806
9. AdZou (Strategic Communications):
 - a. Strategic Campaigns – J4970

****This course can potentially be combined with another newsroom course.**

Instructions for Course Form

1. **List your preferred choices** on the numbered lines and give an *alternate course choice for each* on the line following. You should take into consideration that some courses have both a lecture and lab or discussion component that meet several times a week. Be aware of how this might conflict with times of other courses you are considering.
2. **Complete all sections of this form.** This information will be a useful tool for the actual class registration process, which will take place on campus during Orientation Week with in-person guidance from School of Journalism faculty and staff.
3. **E-mail your completed form** as soon as possible to the Global Programs Office at the Missouri School of Journalism: LorensonT@missouri.edu & MUJournalismAbroad@missouri.edu



Course Request Form for New Exchange Students

Name: _____

Home University: _____

Term / Semester & Year of Exchange: _____

Preferred & Alternate Courses	Department Name & Course Title	Course No.	Section	Credit Hours	Reference/ Class No.	Day & Time
<i>Example Course</i>	<i>HIST: Walt Disney and American Culture</i>	<i>2230</i>	<i>1A</i>	<i>3</i>	<i>37640</i>	<i>lec: TR 10:40-11:30 Rsd: F 9:40-10:30</i>
<i>Alternate Course</i>	<i>HIST: War Crimes and Genocide</i>	<i>4480</i>	<i>1C</i>	<i>3</i>	<i>42570</i>	<i>Lec: MWF 8:00-8:50</i>
Preferred Course 1						
Alternate Course 1						
Preferred Course 2						
Alternate Course 2						
Preferred Course 3						
Alternate Course 3						
Preferred Course 4						
Alternate Course 4						
Preferred Course 5						
Alternate Course 5						
Preferred Course 6						
Alternate Course 6						
Preferred Course 7						
Alternate Course 7						
Preferred Course 8						
Alternate Course 8						
Preferred Course 9						
Alternate Course 9						



Follow-up Questions

1. What is your current focus area within Journalism / Media?

2. Are you hoping to take Journalism / Media courses that are considered outside of your focus area?

3. Please rank your top 3 newsroom options (*with the understanding that you can only be placed in 1 newsroom*):
 - a.
 - b.
 - c.

4. Do you prefer to enroll in either 6, 9, or 12 hours of Journalism coursework?

5. Would you like to enroll in either 0, 3, or 6 hours of non-Journalism coursework?

6. What are your top 5 non-Journalism course options? (*please rank them and include the name and course number*)
 - a.
 - b.
 - c.
 - d.
 - e.

7. Please provide any other details you think may be relevant to this process.

