



Request for Departmental Approval

To bid for a space in the 5-semester Human Resource Development Degree-Completion Plan

Department of Rehabilitation, Human Resources and Communication Disorders

Send completed form to: Undergraduate HRD Review Committee

214 Graduate Education Building, Fayetteville, AR 72701

Phone: 479-575-4709 Fax: 479-575-3767 hrd@uark.edu <http://www.uark.edu/hrd>

Name _____	_____	_____	_____	_____
Last	First	Middle/Initial	Social Security Number (last 5 digits)	
Mail _____	_____			
Address	City	State	Zip	
Telephone _____	_____	_____	_____	
Primary Daytime	Alternate Daytime	Early Evening (if urgent)		
Email Address _____	U of A Student ID# _____			
Are you currently working full time? Yes ____ No ____ Total full-time work experience: _____ years				
Select a nearby accredited college or university convenient for you to take controlled tests or additional classes: _____				

Optional: How did you learn about the HRD degree-completion plan? If from a person, what was their role? <input type="checkbox"/> Printed Ad <input type="checkbox"/> Radio Ad <input type="checkbox"/> Internet Ad <input type="checkbox"/> Other _____

Work verification: An official in the organization who can confirm your current relationship with them: Official's Name _____ Official's Telephone: _____ Official's Title: _____ Official's E-mail : _____
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When sending in this request form, remember to include...

- A readable transcript of the college credit you have earned not already on record at the U of A in Fayetteville (unofficial advising copies on plain paper are preferred)
- A résumé listing your current and previous work, skills, and professional certifications (if any)
- A cover letter to the review committee explaining your qualifications to enter the HRD major and the personal, occupational, and/or career goal(s) you expect this degree to help you reach

Requestor's Statement: Please review the above documents and determine my eligibility to enter the HRD accelerated degree-completion plan in fall _____. If approved, I understand that I will be given due dates by which to complete both admission to the U of A, Fayetteville, and Web-based HRD Orientation. These actions will secure an available space for me in the cohort, enabling me to obtain textbooks and enroll in HRD classes.

Your Signature: _____ Date _____