

UNDERGRADUATE PSY 499 PETITION
UNIVERSITY OF NEW MEXICO DEPARTMENT OF PSYCHOLOGY



Must be typed.

NAME (LAST, FIRST, MIDDLE)	BANNER I.D. NO	PHONE	DATE
ADDRESS NO. STREET, APT.		CITY, STATE, ZIP	
UNM EMAIL ADDRESS		CLASS STATUS <input type="checkbox"/> FRESHMAN <input type="checkbox"/> SOPHOMORE <input type="checkbox"/> JUNIOR <input type="checkbox"/> SENIOR	
DEGREE (BA OR BS)	MINOR	CUM GPA	TOTAL HOURS COMPLETED AT UNM HOURS CURRENTLY ENROLLED IN

499 Petition Policy:

PSY 499 Policies

Students may take 1-3 credit hours of PSY 499 per a semester and may take no more than six (6) credit hours total. It is highly recommended that students complete PSY 200 (Statistical Principles) and PSY 302 (Psychological Research Techniques) before taking PSY 499.

PSY 499 as a Lab Course Policy

Although PSY 499 credit can be used to satisfy the psychology lab requirement it is not automatic. Advance approval is required to use PSY 499 as an upper level psychology lab. The student must register for at least 2 credit hours of PSY 499.

If a student proposes to satisfy the psychology lab requirement with PSY 499, the student must provide the following:

- A email memo from the faculty sponsor to Dr. Gordon Hodge indicating that the student will gain lab experience comparable to what they would have received in an actual Lab course (i.e., training in methodology, running subjects, analyzing data, and writing up results, etc.).
- The faculty sponsor needs to indicate in the memo that the student will be required to write an APA formatted paper covering an experiment during that semester in which the student played an active role (it cannot be a review paper); the faculty sponsor must agree to read and grade it, **and to then provide the Program Advisor with the graded copy via email in a PDF file.**
- When the Program Advisor receives the graded paper, the student will be allowed to use the PSY 499 credit to fulfill the upper-division lab requirement. The program advisor will provide the College of Arts & Sciences Advising Center with a memo indicating the student has fulfilled the lab requirement, which will initiate the process to show the completion of the lab requirement on the student's LOBO Trax report.

This process must be complete before the grade is posted for the semester.

INSTRUCTOR	INSTRUCTOR SIGNATURE & DATE	
STUDENT	STUDENT'S SIGNATURE & DATE	
ADVISOR	ADVISOR SIGNATURE & DATE	DATE EMAIL TO STUDENT SENT

DEPARTMENT <small>(ONCE REQUIREMENTS ARE COMPLETE)</small>	RECOMMENDATIONS FROM ASSOCIATE CHAIR	ASSOCIATE CHAIR SIGNATURE & DATE
		DATE COPY FORWARDED TO ARTS & SCIENCE ADVISING (IF APPLICABLE):