**Tutorial Course Instructions**

Undergraduate students will bring the *Tutorial Course Form* to an instructor because they are interested in participating in coursework guided by the faculty member. Undergraduate students should complete the Tutorial Form and meet with their Academic Dean/Advisor for their approval.

Note to Faculty/Academic Dean/Advisor:
The registrar’s office requires the Subject and Course number (e.g. MGMT 301). You will not need to enter the course section. The registrar’s office will generate a section number when the course is created. Faculty attached to a course section will be able to enter grades at the end of the semester. The faculty’s NetID is needed in order to set up the course correctly.

If you have any questions about Tutorial Courses, please contact the Registration Team at Registration@georgetown.edu or call us at 202-687-9241 or 202-687-2259 or 202-687-5337.