Undergraduates Requesting to Take a Mathematics Conference Course
During UT’s Time of Remote Instruction
Fall 20

IMPORTANT: This request must be processed by the 12th class day in the fall semester. Also note that mathematics conferences courses do not count towards the math major’s required minimum of 33 hours of upper-division mathematics.

Step 1
Seek out a mathematics professor who is willing and able to give you the time that a conference course entails. Respectfully email and ask the professor if they are able to offer you a conference course during the semester of interest to you. Then you and the professor should decide upon a brief title that describes the main topic of study and whether you both have time for a one-, two-, or three-hour conference course.

Step 2
Email the Undergraduate Mathematics Faculty Advisor Dr. Jennifer Austin at jmann@math.utexas.edu and copy your conference course professor on the email. Enter Fall 2020 Math Conference Course in the subject of the email. Include the following in the body of your email.

Your first & last name
Your UT EID
One of the following:
   M 175 53925 (for a 1-hour conference course) or
   M 275 53930 (for a 2-hour conference course) or
   M 375 53935 (for a 3-hour conference course)
Proposed Course Title/Topic
Math Professor’s first & last name
Math Professor’s UT EID

Step 3
If Dr. Austin approves your conference course, then your request will be forwarded on to Tan Thai, Senior Academic Program Coordinator, who will email you with instructions as to how you may register for the conference course.

Step 4
After receiving Tan Thai’s email, register yourself for the conference course by the 12th class day this fall.