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

IMPORTANT: This request must be processed by the 4th 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-, three-, or four-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 Summer 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 1st or 2nd session course
  - M 175 85540 (for a 1-hour conference course) or 85630 2nd session
  - M 275 85545 (for a 2-hour conference course) or
  - M 375 85550 (for a 3-hour conference course) or 85635 2nd session
  - M 475 84640 (for a 4-hour conference course) 2nd session
- 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 4th class day this fall.