

Directed Study Request

<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 33%;">_____</td> <td style="border: none; width: 33%;">_____</td> <td style="border: none; width: 33%;">_____</td> </tr> <tr> <td style="border: none; font-size: small;">Last</td> <td style="border: none; font-size: small;">First</td> <td style="border: none; font-size: small;">M</td> </tr> </table>	_____	_____	_____	Last	First	M	_____ Course #
_____	_____	_____					
Last	First	M					
<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 60%;">ID # _____</td> <td style="border: none; width: 40%;">Major _____</td> </tr> </table>	ID # _____	Major _____	_____ Title				
ID # _____	Major _____						
<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 50%;">Cell Phone # _____</td> <td style="border: none; width: 50%;">Campus Mail Box _____</td> </tr> </table>	Cell Phone # _____	Campus Mail Box _____	<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 33%;">Credits _____</td> <td style="border: none; width: 33%;">Term _____</td> <td style="border: none; width: 33%;">Year _____</td> </tr> </table>	Credits _____	Term _____	Year _____	
Cell Phone # _____	Campus Mail Box _____						
Credits _____	Term _____	Year _____					
_____ Student Signature	_____ / _____ / _____ Date						

Approval Signatures:

Instructor

Date

Department Chair

Date

Advisor

Date

Purpose:

Directed Study is a means by which a junior or senior student under extenuating circumstances (schedule conflict, course not offered during term or year of graduation, overload, etc.) may be permitted to pursue a credit course on an individualized basis. A *Directed Study* course must utilize the regular course syllabus of topics, readings and assignments. The student must be highly motivated and is responsible to acquire the requisite knowledge for satisfying course requirements with only occasional direction and/or assistance from the faculty member.

Procedure:

- 1) Confer with advisor regarding viability of *Directed Study*.
- 2) Secure concurrence of faculty member to teach *Directed Study*.
- 3) Secure all requisite approval signatures.
- 4) Submit completed and approved *Directed Study* form to the Office of the Registrar during regular registration period.
- 5) Copies of this form will be distributed by the Office of the Registrar after processing.