

## DIRECTED STUDY

### Application for a Directed Study (Undergraduate)

*Honors, Independent Study, Research, Applied Music*

**Registration for a Directed Study must be completed no later than the end of the official Add/Drop period.**

No student should begin course work prior to officially registering. Completed application for directed study, including appropriate signatures, and required supporting documents must be on file at the Student Navigation Center, prior to the student's registration.

Day  Cont. Ed.

**Please note that your directed study requires the signature of the Dean of the School in which the directed study is offered unless the directed study is being offered in the summer or regular academic year through the School of Continuing and Professional Studies. These directed studies require the signature of the Dean of Continuing and Professional Studies. Please note that all summer directed studies are offered only through the School of Continuing and Professional Studies.**

Student's Name \_\_\_\_\_ ID# \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

E-Mail \_\_\_\_\_

Degree Program \_\_\_\_\_ Major \_\_\_\_\_ Class Year \_\_\_\_\_

Course # \_\_\_\_\_ Course Title \_\_\_\_\_

Number of Credits \_\_\_\_\_ Instructor \_\_\_\_\_ Dept. \_\_\_\_\_

Why Directed Study? \_\_\_\_\_

Directed Study will be in: FALL \_\_\_\_\_ SPRING \_\_\_\_\_ SUMMER I \_\_\_\_\_ SUMMER II \_\_\_\_\_

Directed Study will be completed in: One Quarter \_\_\_\_\_ One Semester \_\_\_\_\_

**Tuition and fees for a directed study through Continuing and Professional Studies cannot be waived and the tuition and fees will be in addition to any day tuition and fee charges.**

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Instructor's Signature \_\_\_\_\_ Date \_\_\_\_\_

\*Chairperson's Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*Dean's Signature \_\_\_\_\_ Date \_\_\_\_\_

Supporting Documentation Included

\*Whenever a Directed Study is taught in a department other than the Instructor's Home Department, the signature of the Chairperson of the Cooperating Department is required in addition to the Home Department Chairperson.

\*\*Dean of Arts & Sciences, MH204; Dean of Health & Human Services, HB101; Dean of Education, SB303; Dean of Business; CC255; Dean of Continuing and Professional Studies, SB112

**SUPPORTING DOCUMENTATION**  
**Directed / Independent Studies**

**Name of Student:**

**Name of Faculty/Instructor:**

**Responsibilities of Instructor** - What will the instructor do to guide the study?  
(Examples: meeting or check-in plans, feedback timelines, etc.)

**Student's Responsibilities and Activities** - What will the student be expected to do?

**Assessment/Grading Criteria** - How will a final grade be determined?