



If you wish to conduct research in a specific area of interest under the guidance of a faculty member, you may apply for a directed study. A directed study may not substitute for a required course or duplicate an elective course already completed or that is offered at the college. Upon completion of the directed study, you will receive a grade from the sponsoring faculty member. The grade **will** be included in the computation of your grade point average.

Checklist:

- Discuss directed study plans with the appropriate faculty member. If unsure about which faculty member to contact, ask the appropriate Department Chair for a recommendation.
- Negotiate area of investigation, requirements and evaluation criteria with the sponsoring faculty member.
- Fill out the application for directed study (*reverse side*) and have it signed by the sponsoring faculty member, Department Chairman and Program Director (if PNP or HSM).
- Return this form to the Graduate Academic & Career Development Center for approval with your registration form before the start of the semester. Upon approval, the Grad Center will assign a course number for the class and register you for the course.
- Complete the directed study under the guidance of a faculty member.

Name: _____ BUID: **U** _____

Phone: _____ E-mail: _____

Date Directed Study Form Submitted: _____

Number of Credits for Directed Study (please check one): 1 2 3

Intended Semester of Directed Study: Fall Spring Summer I Summer II

Faculty Sponsor: _____ Department: _____

Please legibly print or type the content of the proposed study and the requirements that will form the basis for the assignment of a final grade below:

Required Signatures:

Student: _____ Date: _____

Faculty: _____ Date: _____

Department Chair: _____ Date: _____

Program Director (if HSM or PNP): _____ Date: _____

For Grad Center Use Only:

Date Registered: _____

Course Number & Section: _____

Authorized Signature: _____