

Request for Directed Study

For Directed Study to be considered as part of the curriculum, this form must be completed in full and ALL signatures must be obtained. Return the completed form to the Student Services Department no later than 10 days after the start of a new term.

Instructors are responsible for ordering books and/or equipment. All necessary books/equipment must be available prior to the first day of class.

Please type or print legibly.

This section must be completed by student.

Student's name _____ Grade 10th 11th 12th

Number of academic classes for the term(s) requested (*not counting this course*) _____

Name of Course _____

Instructor _____

This section must be completed by instructor.

Type of Directed Study being requested: (check one)

Directed Reading - The student undertakes a specified course of study comparable to a regular course under the direct supervision of a faculty member.

Directed Research - The student pursues a defined research project on campus under the guidance of a faculty member.

Why the course is needed: (check one)

Regular class on the subject is not available

No class in the field being offered by any department

Needed to graduate

Other – briefly explain:

Duration of the course: (check all that apply)

Fall

Winter

Spring

Student/Instructor direct contact schedule:

hour(s) per week (Please attach schedule)

Credit requested: (check one)

no credit

0.25 per term (There must be a minimum of 2 hours per week and either a written component to the course or an oral exam.)

0.50 per term (There must be a minimum of 4 hours per week and a written component to the course.)

This course MAY count as one of the five required academic courses: (check one)

Yes [FOR SENIORS ONLY]

No

Expected outcome of the course: (check all that apply)

Research paper

Essay

Presentation

Physical product

Oral exam

Written exam

Other – briefly explain:

Significance of the course for the student:

Give a brief statement as to the expected outcome or benefit involved for the student.

Course Description:

Clearly state the content of the proposed course; its nature and scope; and describe your plan of study. If applicable, attach proposed reading list.

Required Signatures

Student's Signature

Instructor's Signature

Academic Liaison's Signature

Counselor's Signature

President's Signature

Date

Registrar's
Initials