



**OFFICE OF THE REGISTRAR**

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# INDEPENDENT OR DIRECTED STUDY REGISTRATION FORM

Students must submit an Independent or Directed Study Registration Form to the registrar’s office prior to the end of drop/add week (see academic calendar).

**Option 1: Independent Study**

An independent study is student-driven, with the faculty member serving as a facilitator. The meeting times are flexible and periodic, and the student should expect an investment of time equal to or greater than that required by a regular course for the completion of the required research and/or other assignments.

**Option 2: Directed Study**

A directed study is faculty-driven, with the faculty member acting in his or her regular capacity as an instructor. The meeting times are regular and frequent, roughly approximate to those of a regularly scheduled course.

**Restrictions**

1. A student may only work on one independent or directed study course per semester.
2. A student is limited to register for no more than three (3) independent or directed study courses, for a total of not more than nine (9) credits, within the duration of a degree program.

**SEMESTER:**

Fall  Spring  Summer Year: \_\_\_\_\_

Name \_\_\_\_\_

**Previous independent or directed study courses:**

Title#	Supervising Faculty Member	Semester/Year
1.		
2.		

**Study Proposal**

Option 1: Independent Study

Number of meetings:

Student hours:

Method of meetings:  Weekly  Bi-weekly  Monthly  Other:

Option 2: Directed Study

Number of meetings:

Student hours:

Method of meetings:  Weekly  Bi-weekly  Monthly  Other:

Proposed course title: \_\_\_\_\_

Credit hours: \_\_\_\_\_ Subject/concentration area: \_\_\_\_\_

Supervising faculty member: \_\_\_\_\_

**Terms of the study contract:**

1. The outcome to be attained:
  
2. Data to be researched:
  
3. Amount of readings (or other research) per week (*bibliography may be attached to this form*):
  
4. Theoretical research paper/project (*describe*):
  
5. Pastoral research paper/project (*describe*):
  
6. Examinations (type and frequency) or other evaluation:
  
7. Other terms:

**Due Date:** \_\_\_\_\_

Due date should not be scheduled past the last day to submit grades for the semester (see academic calendar).

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Academic Faculty Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair/Director Signature

\_\_\_\_\_  
Date

**OFFICE USE ONLY**

Date received in registrar's office: \_\_\_\_\_

Independent or Directed Study Project :  Approved  Denied (reason): \_\_\_\_\_

\_\_\_\_\_  
Academic Dean Signature

\_\_\_\_\_  
Date

Independent Study Registration Form 100119