

**GRADUATE STUDENT
DIRECTED STUDY REQUEST**

INSTRUCTIONS:

1. **ATTACH** a mutually accepted Directed Study proposal developed by the student and the professor of record that addresses as completely as possible each relevant criteria listed below.
 - I. Why the directed study is being proposed?
 - II. Describe in detail:
 - General goals of the directed study
 - Specific objectives, topics, or concepts to be addressed under each goal
 - Final product(s) of the directed study
 - III. How will the final product(s) be evaluated and how will the final grade be determined (all directed studies are graded A-F).
 - IV. When appropriate, **include a preliminary reading list and/or bibliography** or specify sources from which information will be drawn for this the directed study.
2. **Complete Form**
3. **Obtain Signatures**
4. **SUBMIT FORM TO GRADUATE COLLEGE** (2 weeks before the semester begins)
(Graduate College sends form to Registrar. Registrar's Office enrolls student in Directed Study.)

NAME: _____ DATE SUBMITTED: _____

ADDRESS: _____ STUDENT ID NUMBER: _____

E-MAIL: _____

TELEPHONE NO. (Daytime) _____ (Evening) _____

MAJOR: _____ ADVISOR: _____

COURSE PREFIX AND NUMBER (e.g., EDUC 698): _____

NO. OF CREDIT HOURS OF THIS DIRECTED STUDY: _____

SEMESTER AND YEAR: _____ PROFESSOR OF RECORD: _____

TITLE OF DIRECTED STUDY: _____

IS THIS DIRECTED STUDY BEING USED TO REPLACE A REQUIRED COURSE? _____

NAME AND NUMBER OF COURSE BEING REPLACED: _____

The policies of the Graduate College specify that a directed study cannot be used to replace a required course in a graduate program. Any exceptions to this policy must be documented in writing and be included with this proposal.

Student's Signature Date

Professor Supervising Directed Study Date

Major Advisor Date

Department Chairperson Date

Graduate Dean Date
(If replacing required course)

Graduate College Tracking (Required)
Date Processed: Signature: