



DIRECTED STUDY APPROVAL FORM

The form is required for all DIRECTED STUDY COURSES. In order to submit this form for approval, a copy of the course syllabus must be attached.

Definition: **Directed Study:** An existing, curriculum committee approved course that is administered on an individual basis to a student under rare and specific circumstances.

Year: _____ **Semester:** ☐ Fall ☐ Spring ☐ DAPS term _____

Print Student Name: Last _____ First _____ MI _____

Local Telephone No: _____ **Email Address:** _____

Student Major: _____ **Minor:** _____

Rationale: Explain why student needs to study this course by Directed Study:

DEPARTMENT in which Directed Study is being pursued: _____

Title of Directed Study: _____

Course Code: _____ **Number of Credits:** _____

APPROVALS:

Advisor: _____ **Date:** _____

Program Director: _____ **Date:** _____

Please Print name of Faculty Member Assigned: _____

REMINDER: All signatures are required PRIOR to registering for this course and form must be submitted to the Registrar's Office.

Eligibility:

Day Division – Bachelor or Associate Degree Students:

- Student may have no more than 7 remaining courses.
- The course is not being offered in the remaining full time semester, or the next two DAPS terms.
- Applicable to required courses only.
- Course waiver is not an option.
- Minimum GPA of 2.3 required.
- A student's eligibility to take a directed study may be influenced by previous unsuccessful attempts to complete that course.

DAPS – Bachelor or Associate Degree students:

- Student may have no more than 2 remaining courses.
- The course is not being offered in the remaining two DAPS terms.
- Applicable to required courses only.
- Course waiver is not an option.
- Minimum GPA of 2.3 required.
- A student's eligibility to take a directed study may be influenced by previous unsuccessful attempts to complete that course.