APPLICATION FORM FOR DIRECTED STUDY

**Definition:**
A Directed Study is designed for highly qualified students who, under the direction of a member of the sponsoring academic department, engage in an agreed upon in-depth independent examination, investigation, or analysis of a specialized topic.

**Eligibility:**
(Students MUST meet one or more of the following:)
1) A 3.0 cumulative average, or
2) A 3.3 cumulative average for the previous two semesters, or
3) A 3.3 cumulative average in at least twelve credit hours in the curriculum area (Humanities, Social Science, Math/Science, Major Field) in which the Directed Study is to be done. The academic department is responsible for verifying the student’s record with the Registrar.

**Limitations:**
1) A student may not take more than two Directed Study courses in any Department.
2) A student may not take more than two Directed Study courses in any semester.
3) Directed Study courses may only be used for credit as elective courses.
4) A student and the faculty supervisor develop a written proposal to be approved by Faculty Supervisor, Department Head, and Associate Dean of the Undergraduate University. This, along with the approved application form and a copy of the student’s transcript, are filed as follows:

- Original to Registrar
- Associate Dean, Undergraduate University
- Copy to Faculty Supervisor
- Copy to Department Head

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Student Name:______________________________________________________________________________________
ID#______________________Day or Evening Status______________________Semester Enrolled__________________
Major_____________     Course Number___________ Title of Subject_________________________________________

The Directed Study will fulfill a_________________________________________________________________elective.
(generic type)

Faculty Supervisor (Please Print)________________________________________________________________________

(Signatures of Approval or Disapproval):
Faculty Supervisor___________________________________Date:_______________________
Department Head ___________________________________Date:_______________________
Associate Dean _____________________________________Date: _______________________
(Undergraduate University)

Revised 11.6.15