

Under exceptional circumstances, a course listed in the Academic Catalog may be offered to a student on an individual basis. In Directed Study, the student and professor meet on a regular basis, normally once a week. The details of the Directed Study must be agreed upon by the faculty sponsor and the student. For Rindge undergraduates, Directed Studies must be approved by the Division Chair, no later than the end of the first week of classes in the semester in which the Directed Study is to occur.

STUDENT INFORMATION

Date: _____ Student Name: _____ Student ID #: _____ CGPA: _____
Major: _____ Class: SR JR SO FR Semester & Year of Directed Study: _____

PROPOSED COURSE INFORMATION—ALL REQUIRED

Course **Number/Section:** _____ **Credits:** _____ **Course Title:** _____

Directed Study Requirements: *(How often will the student meet with instructor? What will the student do to earn credit?)* _____

Assessment: *(How will the student's work be evaluated?)* _____

Explain why this Directed Study is necessary at this time: _____

Course Fee Amount: \$ _____ **Note:** A course fee may be applied and will be **in addition to** regular tuition rates for the course.

SIGNATURES

To finalize this registration, the student must have the ability to register online and must do so once the course has been created and s/he has been notified. If online registration is closed, an add/drop form, with all the required signatures must accompany this form when submitted to the Registrar's office.

Student Signature

Student Name (Printed)

Supervising Faculty Member Signature

Supervising Faculty Member Name (Printed)

Division Chair Signature

Date

Dean Signature

Date

Processed by: _____ Date: _____ Initials: _____

Copy Sent to SFS if course fee included: _____ Date: _____ Initials: _____
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