

Directed Study Application

Submission deadline is the end of the semester prior to the target semester.

Notes: Minimum requirements: Junior Standing, 3.0 Cumulative GPA for undergraduate students/ 3.5 Cumulate GPA for graduate students. Students may not request a directed study on a subject that is addressed in regularly taught courses. Directed Studies may not exceed a total of 8 credit hours toward a degree.

Name: _____ **ID #:** _____

Major(s) or Program: _____ **GPA:** _____

Credit for this Project: ___ **Semester:** _____ **Undergraduate** **Graduate**

Total credits carried for the semester excluding this *Project*: _____

Total credits already earned in *Directed Studies**: _____

Department: _____ [course #3900 undergrad / #5900 grad]

Title: _____

Will the proposed project replace a degree requirement **NO** **YES** , if yes, which course and why the directed study is necessary. **Course Number and Title:** _____

Rationale on why a directed study is required instead of a regularly taught course: _____

Project Description

Please provide a one-sentence description of your topic as well as 2-3 questions you intend to answer through your research:

Undergraduates: Please attach a brief description of your proposed project, including a working bibliography, texts, research, study trips and other resources to be used.

Graduates: Please attach a 250-word abstract of your project and paper, as well as a working bibliography (please list 20-30 sources). You should also include a list of sources upon which you will follow-up - providing a general indication of other sources to consult (i.e., "French newspapers", "Congressional Legislation", etc).

Project Learning Outcomes

Please work with your project sponsor to outline expected learning outcomes

Academic Requirements and Project Evaluation

Note: the traditional outcome of a directed study is a series of required readings and a research paper on the subject in question. A minimum of **10 written pages per credit** of directed study is required for undergraduates and **15 pages per credit for graduate students**. The equivalent work per credit is required for projects whose direct outcome is not one written paper. A student is also required to meet with his or her project sponsor regularly throughout the semester in question.

Please indicate the expected outcome of the directed study. Research paper, creative project, etc.

Project Sponsor's Name: _____ **Signature:** _____ **Date:** _____

Project Sponsor: Please indicate your method for evaluation and grading criteria of the project and any other comments. Please indicate the rationale for the project and why the learning outcomes cannot be achieved through a standardly taught course. Be certain to indicate the frequency you expect to meet with the student.

Advisor Approval

Approved Not Approved

Advisor's Name: _____ **Signature:** _____ **Date:** _____

Comment(s): _____

Department Chair / Graduate Program Director Approval

Approved Not Approved

Department Chair/Program Coordinator Name: _____ **Signature & Date:** _____

Comment(s): _____

Final approval – Academic Affairs

Approved Not Approved

Academic Affairs Reviewer: _____ **Signature:** _____ **Date:** _____

Comment(s): _____
