



### **Directed Study**

**Please read the guidelines before completing the form below.**

1. Directed study courses are possible by petition on a limited basis for students in the M.Div., M.T.S., M.A.M., M.S.M. and Th.M. programs who have completed the required course work in a given field, and who wish to study a specific area not covered by other courses.
2. Ordinarily, no more than three directed study by petition courses may be taken during a student's program of study.
3. Procedure for use in applying for a directed study course by petition:
  - a. The student should discuss and agree on the proposed course with a professor who is willing and able to teach it.
  - b. The student should prepare a petition for the course using the current form to present to the desired faculty to direct the course and the Associate Dean for Academic Affairs. The petition form should be signed by the professor, and should be delivered by the student to the Academic Dean, by the end of the period of advance registration during the semester preceding that in which the directed study course is to be taken.

***\*Attachments such as a separate sheet of paper if more space is required on any question, a syllabus or additional documentation that pertains to your petition are welcome to be included with this petition.***
4. If approved, the Academic Dean will sign the petition and give it to the Registrar. The Registrar will assign a number for the Directed Study course and register the student.

## Directed Study Form

Date: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Professor's Name: \_\_\_\_\_

Title of Course: \_\_\_\_\_

Description of Course (30 words or less): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Basic outline and bibliography: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number of conferences to be scheduled: \_\_\_\_\_

Assignments, papers, exams: \_\_\_\_\_

\_\_\_\_\_

When will course be taken: \_\_\_\_\_

Present grade point average: \_\_\_\_\_

Signature of professor: \_\_\_\_\_

Signature of student: \_\_\_\_\_

Signature of Academic Dean: \_\_\_\_\_