

Instructions: This form is to be used by undergraduate and graduate students who wish to request a directed study. A student may only take one course by directed study per semester and must meet the following requirements:

- Must be an undergraduate senior or a masters student in last year of study;
- Must have a current CGPA of 3.0 or higher;
- Must not have previously failed the course;
- Must not have any unsettled matters with the college; and
- Must not currently be on academic warning or probation.

Please print and return completed form with all signatures to the Registrar's Office.

Fee: \$300.00 per class (in addition to tuition)

Please Print Clearly

Full Name: _____

Student ID Number: _____

Program Director: _____

Degree: _____

Semester: _____

GPA: _____

Course ID	Section	Course Title	Professor's Name (Print)	Date	Completion Date
Ex. GRK 201	Ex. D1	Ex. Greek I	Ex. Dr. W.A. Criswell	Ex. 10/10/2024	Ex. 12/08/2024

Reason(s) for the Directed Study Request: _____

The Registrar will notify the student and teaching professor by email of the request's approval or denial.

Required Signatures (must be signed in the following order):

Student:

Signature

Date

Professor:

Signature

Date

Program Director:

Signature

Date

Registrar:

Signature

Date

OFFICE USE ONLY

Entered in SONIS _____ Date: _____ Business Office Copy: _____

Contacted Student: _____ Contacted Professor: _____ Contacted CSM: _____ Contacted Instructional Support: _____