

**APPROVAL IS REQUIRED *PRIOR* TO REGISTRATION**

Complete this form and attach a memorandum of understanding between the student and the instructor. The memorandum needs to include:

- 1) A general description of the topic of the directed study.
- 2) A rough plan of how you and the instructor will interact (frequency of meetings, email contact, etc.)
- 3) A list of assigned readings and other coursework, with due dates.
- 4) A detailed explanation of how the grade for the course will be determined.

If approved, you will be registered for the course. You will be notified via email if the directed study is not approved.

**Student Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**ID#:** U \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Instructor Name:** \_\_\_\_\_

**Instructor Department:** \_\_\_\_\_

**Instructor Phone:** \_\_\_\_\_

**Instructor Email:** \_\_\_\_\_

*(Instructor phone and email are necessary only if the instructor is not in the Pardee School.)*

**Semester:** \_\_\_\_\_ **Year:** \_\_\_\_\_

**Credit Hours:** \_\_\_\_\_

**Student Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Instructor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**DGS Signature (if approved):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Explanation (if not approved):**  
\_\_\_\_\_  
\_\_\_\_\_