



Day School

Office of University Registrar
Foster Admin. Bldg., Rm. 116
Phone: 508.999.8615
Fax: 508.999.8633
Email: Registrar@umassd.edu



Evening / Summer School

Online & Continuing Education
Foster Admin. Bldg., Rm. 121
Phone: 508.999.9202
Fax: 508.999.8621
Email: online@umassd.edu

DIRECTED STUDY

Name: _____, _____, _____
 First Middle Last

Address: _____, _____, _____
 Street City/Town State Zip Phone

Student ID Number Student Email Total Credits Earned Year of Graduation Major

COURSE # AND TITLE OF DIRECTED STUDY: _____

DEPARTMENT IN WHICH CREDIT WILL BE EARNED: _____

SEMESTER/TERM FOR PROPOSED STUDY: _____

FACULTY SPONSOR (Please Print): _____

Attach a description of the course of study. See reverse side for procedures.

PROPOSED NUMBER OF UNDERGRADUATE _____ GRADUATE _____ CREDITS

I have read the guidelines (other side) and understand the conditions set therein.

Applicant's Signature: _____ Date: _____

Approval: 1. _____
 Faculty Sponsor Signature Date

Approval: 2. _____
 Department Chairperson of Student's Signature Date
 Major or Program Director

Approval: 3. _____
 Dean of Student's College Signature Date

NOTE: REGISTRATION MAY TAKE PLACE ONLY WITH SUBMISSION OF THIS COMPLETED AND FULLY APPROVED APPLICATION TO THE APPROPRIATE OFFICE LISTED ABOVE.

REGISTRAR'S USE ONLY:	COURSE NUMBER _____	SECTION NUMBER _____
	ENTERED BY: _____	DATE _____

DIRECTED STUDY GUIDELINES AND PROCEDURES

1. The following approval signatures must be obtained by the student:
 - a. **Undergraduate students** pursuing Directed Study must obtain the approval of a faculty sponsor, the major department chairperson and the major college dean.
 - b. **Graduate students** pursuing Directed Study must obtain the approval of a faculty sponsor, the graduate program director and their college dean.
2. Directed Study accomplishes the same course objectives as if the student had taken the course on a regular basis. Directed Study may be available for courses in the University curriculum that are not being given in a particular semester. No proposal is necessary.

The number of the Directed Study courses will reflect the level of the course being replaced. For example, a Directed Study replacing the course HST 223 would be entered as HST 296.

3. Directed Study credits will show the designation of the department in which the study is taken. The title and course number will be displayed on the student's record.