

Directed/Independent Study Registration Form

Who needs to use this form?

- Students who wish to register for one of the following under the direction of an instructor:
- Directed Study (299): study topics not covered in the scheduled offerings
 - Independent Study (499): advanced and specialized research projects
 - Capstone/Keystone: an independent study capstone experience
 - HON470: Student/Faculty Collaboration: Research Thesis Requirement
 - PSY360: Psychology Laboratory
- DNP Practicum & Directed Studies:
- NUR701, 702, 703, 704: Practicum: Directed Study
 - NUR896 & 899: Independent Study

Important Notes

- Approval must be secured from the instructor and the department chairperson with signatures on this form.
- Directed/Independent Studies can be taken for variable credits, typically 1 to 4 credits.
- Include the topic of study to be recorded on the transcript (printed clearly).
- Students must adhere to add/drop/withdraw deadlines posted in the Academic Calendar.
- Registration changes may affect financial aid and/or international student status. Please consult these offices prior to submitting this form if you have questions.

How to Submit

In person:

Enrollment Center
Sverdrup Hall 101

By mail:

Augsburg University
Registrar's Office, CB 71
2211 Riverside Avenue
Minneapolis MN 55454

By email or fax:

registrar@augsborg.edu
Fax: 612-330-1425

1. Student Information

Student Name: _____
Last First Middle

Augsburg ID: _____ Phone: _____ Augsburg Email: _____@augsborg.edu

Major: _____ Minor: _____

2. Directed / Independent Study Academic Information

Semester / Year <small>(ex: Fall/2018)</small>	Course Program <small>(ex: DAY, AU, ROCH, GRAD)</small>	Dept / Course # <small>(ex: HIS 499)</small>	Section <small>(created by Reg. Office)</small>	Credits <small>(ex: 1,2,3,4)</small>	* Grade Option <small>(ex: T or P/N)</small>	Start Date	End Date

* Grade Option: T=Traditional Grade, P/N = Pass/No Pass. There are a limits to the number of P/N courses a student can take. [Review the catalog](#) for more information or [contact Academic Advising](#).

Study Topic (to be recorded on student's transcript): _____

(Print Clearly)

3. Required Signatures

By signing below I accept all financial and academic obligations incurred as a result of this transaction. I understand and accept responsibly for the requirements of a credit-bearing directed/independent study as outlined by Augsburg University and my academic department.

Student Signature: _____ Date: _____
Sign in ink, or draw your signature with a mouse or touchscreen device. Typed digital signatures are not accepted. MM / DD / YYYY

By signing below I approve this Directed / Independent Study topic proposal and verify it meets the minimum requirements for a study topic in my academic department and agree to serve as the faculty sponsor by overseeing the completion of the requirements and awarding a grade at the completion of the study.

Faculty Supervisor Printed Name: _____

Faculty Supervisor Signature: _____ Date: _____
Sign in ink, or draw your signature with a mouse or touchscreen device. Typed digital signatures are not accepted. MM / DD / YYYY

By signing below I verify this Directed / Independent Study topic proposal meets the minimum requirements for a study topic in my academic department.

Department Chair Signature: _____ Date: _____
Sign in ink, or draw your signature with a mouse or touchscreen device. Typed digital signatures are not accepted. MM / DD / YYYY

Registrar's Office Use Only

Received Date: _____ Processed By: _____ Processed Date: _____