Honors Research and Directed or Independent Study Request Form

Instructions:
◆ Supervising Instructor completes the request form and forwards it on to the Division/School Chair, (and the Honors Director when applicable), for approval.
◆ Approved Requests: Division/School Chair signs the form and sends it to the Registrar for processing. A copy should also be sent to the Supervising Instructor, and Honors Director (when applicable).
◆ Requests Not Approved: Division/School Chair signs the form and sends it back to the Supervising Instructor.

IMPORTANT: If a student changes their plans after the Supervising Instructor has received Division/School Chair approval, the Supervising Instructor must direct the student to the Registrar’s Office to officially drop the course. Each semester, the deadline for making changes is the ADD/DROP DEADLINE.

### Request for: Honors Research Registration □ Directed Study □ Independent Study □

- **Supervising Instructor:** ____________________________
- **Campus Box #:** ____________
- **Division/School:** ____________________________
- **Semester:** ____________
- **Year:** 20__________
- **Course Code:** ____________________________
- **Discipline** □ **Number** □ **Section □ (as listed in College Catalog)**
- **Semester Hour Credit:** ____________

**Course Name:** ____________________________
**Student’s Name(s):**
1. ____________ I.D.# ____________
2. ____________ I.D.# ____________
3. ____________ I.D.# ____________
4. ____________ I.D.# ____________

**Rationale for Request:** ____________________________

**Supervising Instructor Signature** ____________________________
**Date** ____________

**Chair Signature** ____________________________
**Approved □ Not Approved □**
**Date** ____________

**Honors Director/Drinko Center Director** (signature if applicable)

**Approved □ Not Approved □**

**Date** ____________

**Research Scholars □** IMPORTANT ➤ Check RS if course involves undergraduatere search

**Original form submitted to Registrar □**
**Copies:**
- **Supervising Instructor □**
- **Honors Director (when applicable) □**
- **Drinko Center Director (when applicable) □**