

Directed Study

APPLICATION FORM

OFFICE OF THE UNIVERSITY REGISTRAR



DIRECTED STUDY

A directed study is defined as the enrollment in a regular catalog course without the usual class sessions, using as a substitute, individual meetings between the student and instructor.

Directed studies are available to students who are within one or two semesters of graduation & who have no alternate means of satisfying degree requirements other than enrolling for an additional semester.

A directed study may not be used to repeat a course & the student must meet the minimum cumulative GPA of 2.0.

The maximum number of courses that may be taken via directed study is four (4) with only one (1) directed study being undertaken during an given term.

A directed study must be taught by a full-time faculty member & the original syllabus of the course must be followed.

The minimum student contact with the instructor will be five (5) hours per semester credit. **A proposed schedule of meetings between the student and the instructor must accompany this application** at the time of submission to the Office of the University Registrar.

STUDENT INFORMATION

Student Name _____ ID Number _____
Expected Graduation Date _____ Cumulative GPA _____
Term of Request _____ Major _____
Course Name _____ Course Number _____ Credit Hours _____
Instructor to Teach Course Section: _____
Reason for Request _____

REQUIRED SIGNATURES

obtain signatures in the order listed

All **signatures** listed below are **required** and should be obtained in the order listed.

Paperwork (completed application, including all signatures & the proposed schedule of meetings between the instructor & student) must be submitted no later than the last day to add/drop for a given term to The Office of the University Registrar.

Following a final review by The Office of the University Registrar, the student will be registered for the appropriate course section.

Advisor - assigned faculty advisor

Date

Instructor - approved/agreed to teach course

Date

Chair, Department of Directed Study Course

Date

Chair of Student's Major Department

Date

Dean, College or School of Student's Major

Date

Student Accounts Office

Date

Office of the University Registrar

Date

Additional information regarding the directed study program may be found in the High Point University Undergraduate Bulletin

9.15.2025