

Special Course Registrations

| Independent Study | Directed Study | Tutorial |
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| Used to register a project that does not exist as a course in the Catalog. | Used to register a course that is in the Catalog but is not offered when a student needs/wants to take it. | Used when a professor agrees to provide a student with instruction for a course that is not offered in the Catalog |
| Student must submit a proposal to the Independent Study Committee and receive approval for this course. Student is responsible for proposing the content of the course, but faculty sponsor, dept. chair, and IS Committee are responsible for ensuring quality of project. | Course already exists and is in the Catalog, so a separate proposal is not necessary. However, a form needs to be completed in order to register for a Directed Study. | Faculty member is responsible for developing the content of the course. A separate form (same as Directed Study form) is needed to register this type of course. |
| Student works largely independently, with oversight from a faculty supervisor. | Student and supervising faculty member work closely throughout the semester. | Faculty member works closely with the student to provide instruction on the topic. |
| Requires no additional tuition fee because the student assumes the bulk of the responsibility and there is less oversight from the sponsoring faculty member. | An additional tuition fee of \$100/credit is charged and must be paid before the Directed Study can be registered. Assumes moderate amount of faculty supervision | An additional tuition fee of \$150/credit is charged and must be paid before the Tutorial can be registered. Assumes greatest amount of faculty supervision. |

REGISTRATION: The deadline to add these courses is the same as for any other course addition: No later than 4:00 pm on the 5th day of the semester. **All paperwork, signatures, approvals, and fees (if applicable) must be completed in time to register the course by the end of the regular ADD period. Students can NOT add an independent study, directed study, or tutorial at any point during the semester.**

COURSE NUMBERS: Because a Directed Study is used to register a course in the Catalog, it uses the same course number as the regular course and the section number of DS. Independent Studies are registered as 481-484, depending on the number of credits, with the departmental course code of the faculty supervisor (e.g., CS 481 is sponsored by a Computer Science faculty member and is awarded 1 credit; PH 484 sponsored by a Philosophy faculty member and is awarded 4 credits). Tutorials are registered as 379 with the departmental course code of the instructor and the section number of TU (e.g., PSY 379 TU).