

## **Directions for taking a Directed Study Course.**

- 1) Request permission from Professor you would like to do the directed study with.
- 2) Create a course outline (or syllabus) with a clear deliverable needed for the grade.
- 3) Send the outline to Joan at [jo.fitzgerald@neu.edu](mailto:jo.fitzgerald@neu.edu) (please cc Kathie at [k.simmons@neu.edu](mailto:k.simmons@neu.edu)) for approval. Once Joan has contacted you with her approval you may go on to the next step.
- 4) Fill out a directed study/dissertation registration form (found on the graduate's page of the LPS website). The course number is LPSG401 (one credit), LPSG402 (two credit), LPSG403 (three credit). The course name is Directed Study. The advisor's name is the professor you are doing the directed study. Please do not fill in the section #.
- 5) Submit to Kathie for a signature and submission to the registrar's office. This will register you for the course.