Policy on Formalized Directed Study Courses:

Most approved courses on file in the Dean’s Office may be taken through Directed Study with the approval of the professor of the course. (The approval of the professor must be obtained below prior to registration.) Seminars, activity courses, introductory courses in some disciplines, courses in which emphasis is heavily upon process rather than content normally are not available for Directed Study.

The professor and the student must meet at least four times during the period of the course, in accordance with the timetable agreed upon at the beginning of the course by the student and professor.

The course syllabus provided by the professor should include: 1) course objectives; 2) text or other resources; 3) bibliography; 4) procedures and assignments and 5) methods of evaluation (quizzes, final examination, etc.). The proposed first meeting date: _____________________

Directed Study courses may only be taken by matriculated students in good standing at the University of La Verne.

Contract Agreement

I agree to complete all course syllabus requirements for this Directed Study and submit the proof or evidence to my professor. If it becomes evident that the deadline for completion cannot be met, I will consult with my professor to request an “IP” grade. An “IP” grade will become an NCR or F, depending upon the grade option, if not cleared within one year following the term of registration.