The student must bring this completed form, with all signatures required below, to the Registrar's Office for processing; registration in this course may only be completed during regular periods of registration.

Course Dates (complete only if different from regular full-term dates) _____ / _____ / _____ to _____ / _____ / _____

The Course Prefix and Number, Instructor's name and T-number, and instructional method must be provided by department offering the course. To use this form, the course must already exist in the catalog as an Independent Study, Special Problem, Directed Research, Thesis Research, or Undergraduate Research course.

Enter the course title as it should appear on the student's transcript (25 character maximum, including spaces and punctuation):

______________________________

Explain the student's need for taking a course of this nature:

______________________________

Describe the objective/purpose of this problem/research/study:

______________________________

Outline the procedures/method for investigating this topic:

______________________________

Student Signature          Date

Instructor Signature  (Graduate courses ONLY) Date

Dean or Department Head Signature Date

Graduate Dean Signature  (Graduate courses ONLY) Date

Overload Approval by Dean (if necessary) Max Hours Date

FACE (100% classroom instruction), WEB (100% online instruction), MT49 (mixed technology with 1-49% online instruction), MT99 (mixed technology with 50-99% online instruction), INDV (non-web classes that do not meet on ATU campus with individualized instruction)

Revised August 12, 2013