



READINGS/INDEPENDENT STUDY REGISTRATION FORM GRADUATE STUDENTS ONLY

Office of the Registrar

INSTRUCTIONS: This form is due back to the Registrar by the Add Deadline printed in the Academic Calendar. Please make a photocopy for your own records. **Please allow 7-10 days for processing.**

GRADUATE STUDENT: Fill in Part 1. Have the instructor who will work with you complete Part 2. Your thesis or research advisor must complete Part 3 and the department's Graduate Program Director must sign Part 4. After obtaining the necessary signature submit this form to the Registrar's Office by the Add Deadline.

INSTRUCTOR: If you agree to work with the student on an Independent Study course, complete Part 2.

THESIS or RESEARCH ADVISOR: After signing and dating Part 3 return this form to the student.

GRADUATE PROGRAM DIRECTOR: Please sign and date Part 4 and return this form to the student who will submit it to the Registrar's Office.

PART 1: (To be completed by the Student)

Date: _____

Print Name: _____
(LAST) (FIRST) (MI)

Rensselaer ID #: ____ - ____ - ____

E-mail: _____ Day phone: _____

Term/Year: Fall ____ yr Spring ____ yr Summer ____ yr Session 1 ____ Session 2 ____ Session 3 ____

Subject Code (e.g. CIVL, MATH): |__| |__| |__| |__|

Course Number: |_6| |_9| |_4| |_0| or |_4| |_9| |_4| |_0|
(Circle One)

OFFICE USE ONLY
CRN#: _____

Course Title: _____

(MAXIMUM 30 CHARACTERS INCLUDING SPACES AND PUNCTUATION)

Number of Credit hours for this independent study _____

Part 2: (To be completed by the Instructor)

Print Instructor's Name: _____
(Last name, first, initial)

Instructor's Signature: _____ Date: ____ / ____ / ____

Part 3: (To be completed by the student's advisor)

Print Thesis/Research Advisor Name: _____
(Last name, first, initial)

Thesis/Research Advisor Signature: _____ Date: ____ / ____ / ____

Part 4: (To be completed by the student Graduate Program Director)

Print Graduate Program Director Name: _____
(Last name, first, initial)

Graduate Program Director Signature: _____ Date: ____ / ____ / ____