



Rockland Campus:
Alliance Theological Seminary
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New York, NY 10004
Fax (917) 237-0399

Puerto Rico Campus:
Seminario Teolog. de PR
Urb. Roosevelt
Calle Jose Canals #458
Hato Rey, PR 00918

DIRECTED STUDY APPLICATION

(Please see reverse side for the guidelines governing directed studies.)

Semester _____

Name _____ ID# or SSN _____

Course Title _____

Course Level (500, 600, 700) _____ # of Credits _____ Date Due _____
(no later than last day of semester)

Supervising Professor _____

Reason for Request _____

Detailed course description & assignments (peer interaction required):

Required student/professor meetings (1 per credit):

Meeting #1 date _____ Meeting #2 date _____ Meeting #3 date _____

Student signature _____

Professor signature _____

Office Use Only			
Course #: _____	Cum GPA: _____	# of D/S and/or ISP credits taken: _____ <small>(max: MDiv 18 / MPS 9 / MA 10 (6 old prog))</small>	
Approved by:			
Registrar _____	Date _____	Dean _____	Date _____
Professor pay order submitted: _____			

POLICIES REGARDING DIRECTED STUDIES

A Directed Study is an independent course of guided research designed by a student and faculty member.

ACADEMIC REQUIREMENTS: Interested students must have completed at least 12 credits of study at ATS with a cumulative grade point average of at least 3.0 and have prior approval of the Registrar and the Dean of the Seminary. No more than 20% of a degree program may be fulfilled through courses taken independently (combination of ISP courses & directed studies). Candidates for the Master of Arts may request to exceed this limit if their program requires special research. The requests must be submitted in writing to the Registrar's Office and must be approved by the Academic Dean.

Every graduate credit of guided or independent study must demonstrate that the student has done at least 50 hours of work; therefore, a 3 credit guided or independent study requires 150 hours of work.

CALENDAR REQUIREMENTS: All assignments must be completed within the normal semester schedule.

FEES: In addition to regular tuition & fees, students must pay an academic course fee of \$100/credit. This amount will be charged directly to the student's account. Students receiving "tuition remission" as an employee or spouse/dependent of an employee are not permitted to use this benefit towards a directed study course.