

SPAN 485: Directed Studies

Guidelines and Criteria

In the Department of Hispanic Studies, SPAN 485 courses are special courses calling for individual work to meet specific needs of a specific student. The content of a SPAN 485 course should never be the same as one of the department's regularly taught upper division classes. A student wishing to enroll in a SPAN 485 must have a specific reason for taking this rather than a regular course.

Requirements/Conditions to register:

1. Permission of the supervising faculty member
2. Approval of the Director of Undergraduate Studies or the Department Head
3. Limited use - may be repeated for a maximum of eight (8) credits

It is further understood that:

1. Individual consultation and agreement between student and faculty will precede this formal written request.
2. There will be regular meetings between the student and the faculty supervisor as agreed upon at the beginning of the semester.
3. Although clock hours are not absolute, limiting or monitored, a general guideline is the expenditure of a minimum of 45 clock hours per semester hour of credit requested. This includes actual student-faculty contact hours as well as the time a student spends doing individual research and writing.
4. Specific writing goals should be agreed upon and fulfilled to obtain a passing grade.

Please return the completed signed form to Dr. José Villalobos in 205 Academic Building **at least two weeks prior to the first day of the pre-registration period corresponding to the semester you are requesting the course.**

**DEPARTMENT OF HISPANIC STUDIES
TEXAS A&M UNIVERSITY
SPAN 485: DIRECTED STUDIES
CONTRACT**

Date: _____ **Student's name:** _____

Student's UIN: _____ **Semester:** __ Fall __ Spring __ SSI __ SSII __ 10 Week

Enrollment in SPAN 485 - (section number): _____ **Academic Year:** _____

Faculty offering course: _____ *In Office Use - (UIN: _____)*

Purpose/objective of the course: (Briefly describe the course content.)

Describe the requirements to be completed, including papers, reading, etc. (Attach a copy of the course syllabus.)

I have read and understood the general directions on the first page of this application.

Student Signature

Date

Faculty Supervisor Signature

Undergraduate Director Signature

*Distribution: Undergraduate Director
Faculty Supervisor
Student
Student's Departmental File*