

**DIRECTED READING/STUDY AND SPECIAL TOPICS FORM  
FOR GRADUATE STUDENTS**

FAMILY NAME:	GIVEN NAMES:
STUDENT NUMBER:	START DATE IN PROGRAM:
DEGREE:	DEPARTMENT:
TERM IN WHICH THE STUDY WILL BE CARRIED OUT:	
SPECIAL TOPICS <input type="checkbox"/>	DIRECTED READING/STUDY <input type="checkbox"/>
COURSE CODE & NUMBER:	
TITLE OF THE COURSE:	
<input type="checkbox"/> A COURSE SYLLABUS, FOLLOWING DALHOUSIE'S SYLLABUS POLICY, IS PROVIDED WITH THIS FORM	

<input type="checkbox"/> STUDENT HAS READ THE COURSE SYLLABUS	
STUDENT'S SIGNATURE	DATE

NAME—SUPERVISOR	SIGNATURE	DATE
NAME—STUDY INSTRUCTOR	SIGNATURE	DATE

A Directed Reading/Study and Special Topics course is defined as a course that offers graduate students the opportunity to undertake a study in a specific area of interest not covered in the regular course offerings (from the Graduate Calendar). Therefore, a Directed Reading/Study / Special Topics course must present knowledge and/or skills that will be useful to graduate students' formation and training.

The Directed Reading/Study and Special Topics course is not intended to replace part of the thesis requirements.

For a Directed Reading/Study and Special Topics course to be approved and offered, this form must be filled, and all required signatures obtained. Furthermore, following Dalhousie's Syllabus Policy, a **complete syllabus** for the offered course must be attached to this form. All the elements requested from the Syllabus policy must be included, with emphasis on the course description, class content, calendar, deliverables (with due dates and % of final grade) and evaluation criteria.

Directed Reading/Study and Special Topics courses are **one-term courses**; therefore, the student must complete all course requirements and hand them in to the supervising professor at least 7 days before the grade submission deadline, to allow sufficient time for marking.

The final grade of the class must be reported to the department's graduate administrator's office **by the end of the term** in which the directed study is registered.

A signed copy of this form must be submitted to the department's graduate administrator at least **2 weeks before the start of the term in which the course is to be offered** to allow sufficient time for course approval and inclusion in the coming term's graduate course offerings.

A copy of the form and syllabus will be placed in the student's file.

NAME—GRADUATE COORDINATOR	SIGNATURE	DATE