



SUMMER SESSION STUDY AT A DISTANCE
INDEPENDENT STUDY PERMISSION FORM

Full Name of Student _____

Student ID (On ACES) _____ Email _____

Term (please circle): Summer Term: I II Summer Full 2009

Independent Study Title _____

Dept. _____ Course Number w/section _____ - _____ Value (#sh/cc) _____

Rationale/Explanation for off-campus independent study:

Communication Mode(s) between Duke/Site: _____

Approval Signatures:

Director of Undergraduate Studies _____ Print Name _____

Supervising Instructor at Duke _____ Print Name _____

Supervising Instructor at Site (Domestic or Abroad) _____ Print Name _____
If Required

Name of Site _____ E-mail Address _____

Telephone Number _____

Note to Supervising Instructor at Duke: You are expected to communicate regularly with the student during the term to provide direction and guidance regarding research and writing of the final paper. The Summer Session Office will contact you during the first week of the term to verify that the independent study is underway.

Note to student: You must submit this completed form to the sponsoring academic department. The department will work with the Registrar's Office to create the independent study as a course and to obtain a permission number that you can then use to register for the independent study by means of ACES. Regular deadlines apply (see the Summer Session bulletin: http://registrar.duke.edu/bulletins/Summer/). For drop and drop/add information, see p. 12 of the online bulletin.

Note to department: Please contact the Registrar's Office (Jim Salerno) to create this independent study course and to find out how to create permission numbers. Once the course and the permission number have been created, relay that permission number to the student who must use ACES to register. Keep this form for your departmental records, but please also fax a copy of this form to the Office of Summer Session (Fax # 681-8235) as soon as possible and no later than the third day of the term to ensure the instructor receives payment for teaching this course.