### Guided Study

- **a brief description of your proposed course must be attached.**
- **Minimum requirements:** JR status; 2.0 cumulative GPA

<table>
<thead>
<tr>
<th>Circle one: 300-level OR 400-level</th>
<th>Circle one: Pass/fail OR Traditional grading</th>
</tr>
</thead>
<tbody>
<tr>
<td>Circle one (course content): Internship, Research, or General</td>
<td></td>
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<tr>
<td>_____ Credits (Maximum of 4 credits)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Dept</th>
<th>Title (limit 26 characters)</th>
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</table>

### Independent Research

- **a brief description of your proposed course must be attached.**
- **Minimum requirements:** JR status; 2.5 cumulative GPA; 3.0 major GPA

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<tr>
<th>All independent researches must be 4 credits.</th>
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<tbody>
<tr>
<td>400-level only and traditional grading only</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Dept</th>
<th>Title (limit 26 characters)</th>
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### Tutorial - Active
catalog course not offered in current schedule. **Credits cannot be changed.**

- **Reason for taking tutorial:**

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<tr>
<th>Dept</th>
<th>No</th>
<th>Title (limit 26 characters)</th>
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**Please print clearly**

**Date:** ____________________________

**Student’s name:** ____________________________  **ID:** ____________________________

I wish to undertake the following during the (circle one):  **Fall**  **Spring**  **Summer**  **20[ ]**.

No Guided Studies, Independent Researches, and/or Tutorials may be taken during Winter Session unless approved by the Provost of the University.

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**Student’s Signature**  **Instructor’s Signature for proposed course**

**Advisor’s Signature**  **Dean of School’s Signature**
Virginia Wesleyan University  
Office of the Registrar

INSTRUCTIONS FOR GUIDED STUDY/INDEPENDENT RESEARCH AND TUTORIAL

University policies on Guided Study and Independent Research projects are found in the VWU Catalog. A tutorial is a catalog course not offered in the current schedule but is needed by one or more students.

To apply for a guided study, independent research, or tutorial the student:

1. Consults with their advisor about the desirability of undertaking a course.
2. Completes the application on the reverse.
3. Writes a proposal (for guided studies and independent researches only) of the intended projects.
4. Submits the application and proposal to their advisor, instructor, and the appropriate Dean of School for approval, in that order.
5. Returns completed form to the Registrar's Office for processing.

Additional information for the following may be found in the VWU Catalog

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TUTORIAL

Department, course number, and credits for tutorials are located in the VWU Catalog for the desired course. Credits cannot be changed for tutorials.

*****

GUIDED STUDY

A one-on-one study with the instructor of your choice.

INDEPENDENT RESEARCH

Minimal faculty supervision

Results of research presented orally before the instructor of the research and two other faculty members agreed upon by student and your instructor.

Used for satisfying Latin honors for summa cum laude candidates

*****

Assigning numbers for Guided Study or Independent Research

The Registrar's Office will assign the course number for guided study and independent research courses.

1. The first digit will be the level of the course.
2. The second digit will be 9.
3. The last digit will be assigned according to the semester in which the work is to be undertaken: 0 summer term, 1 fall, 2 spring.

Revised 07/17