

## Bethany Lutheran College

### Directed Study

1. This form is to be used to request that a course listed in the college catalog be taught outside the published academic schedule. When a course is offered outside the academic schedule, typically a faculty member is enlisted to teach a regular class for only one student who needs the course to fulfill some requirement. (Formerly, these requests were considered under the heading of “independent studies.” They are not independent studies.)
2. **Use of this petition should be as rare as possible.** This is to assure a quality education for the student, to protect the health and efficacy of faculty members, and to safeguard the integrity of Bethany’s curriculum. A request for faculty members, already stretched thin as they manage their regular assignments, to offer an additional course for only one (or a few) students, will in every case lead to at least some of the following undesirable consequences:
  - a. If the faculty member elects to teach the full course,
    - i. he/she is adding another (usually) three credits to an already full teaching load, for no compensation;
    - ii. the additional effort will draw energy away from the teacher’s regularly assigned courses, with detrimental effects on those students;
    - iii. there is additional stress and workload, with an effect on health and morale.
  - b. If the faculty member elects to compensate by presenting only a limited version, or a digest, of the extra course,
    - i. the student gets only a watered-down experience;
    - ii. the integrity of our curriculum is called into question; a course listed on a Bethany transcript assures the world that the student has received a high quality educational experience.
  - c. In either case, the student is short-changed, since a student in a class of one person cannot receive the same experience as those in the give-and-take of classroom activities and discussion.
3. Accordingly, every possible alternative, including requiring an extra semester, must be explored and recommended before filing this petition. Students who elect certain academic options, such as study abroad or double majors or multiple minors, as well as those in programs such as Education that demand a more rigid curricular structure, should be encouraged and commended, but also monitored carefully and warned early that their choices might require extra time on campus to fit everything in.
4. The administration, mindful of its obligation to the welfare of our faculty and the integrity of our curriculum, may approve these petitions only rarely.
5. To be eligible for a Faculty Directed Study, the student must be carrying **a cumulative GPA of 3.0.**



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## Directed Study

The Directed Study requests that a faculty member teach a course, listed in the Bethany College Catalog, at a time outside its regularly scheduled semester. The student, academic advisor, and proposed course instructor should address their relevant boxes below. If needed, attach extra sheets. Submit this document and relevant attachments to the Registrar. The Vice President of Academic Affairs must approve this petition before the course may begin.

Student's Name \_\_\_\_\_ Student ID# \_\_\_\_\_

**Student: specifics of the request**

Number and name of the desired course:

When is this course regularly offered?

When do you wish to take this course?

Why do you need this course?

Why can you not take this course when regularly offered?

**Student's signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student's academic advisor:** What makes you believe this request is urgent enough to warrant approval?

Is this situation likely to recur? If so, is an adjustment in curricular requirements called for to prevent recurrence?

**Signature approving this request:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Faculty member agreeing to teach the course:**  
*The Vice President of Academic Affairs may request a consultation*

I have discussed this plan with the student and the student's academic advisor, and agree to teach this course to this student.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Reviewed by Registrar:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved by Vice President of Academic Affairs:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_