A directed study is a coherent, well-defined, and substantive reading and research project supervised by a Questrom faculty member, usually resulting in a major written document. It offers the student an opportunity to explore in detail a carefully defined area of interest, as well as an opportunity to work under the close supervision of a faculty member.

# Procedures for Directed Study Approval

* Discuss area of investigation, requirements, and evaluation criteria with the sponsoring faculty member.
* Complete this Directed Study Application, including obtaining approval signatures from the faculty member and their department chair and/or program director.
* Submit this form to [questromudc@bu.edu](mailto:questromudc@bu.edu) (for undergraduate students), [mbacenter@bu.edu](mailto:mbacenter@bu.edu) (for MBA students), or [qstmsphd@bu.edu](mailto:qstmsphd@bu.edu) (for Masters and PhD students). Your directed study application will be reviewed then passed to the Questrom Registrar’s Office for registration.

**Restrictions**

* Only one directed study can be taken per semester.
* A maximum of two directed studies may be applied toward the Bachelor of Science in Business Administration degree, regardless of the number of credits that have been assigned to each.
* A directed study may not substitute for a required course or duplicate a course offered in the BU course catalog.
* Directed Studies are not intended to grant credit for internships or work experience. Students who wish to earn academic credit for an internship should complete the SM395: Management Internship Application process (undergraduates) or IM885 (graduate students).
* Directed Studies are academic courses for which tuition is charged and grades are assigned.
* Directed Studies cannot be taken on a pass/fail basis

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| **Name:** |  | |  | **BU ID:** |  | | | |
| **Email:** |  | |  | **Semester**: |  | **Year:** | |  |
| **Faculty Name:** | |  |  |  |  | | | |
| **Faculty Dept:** | |  |  |  |  |  |  | |
| Please indicate which of your degree requirements this directed study would fulfill: | | | | | | | | |
|  | | | | | | | | |
| Please summarize the proposed study, the required deliverables, and the rubric for assigning a grade: | | | | | | | | |
|  | | | | | | | | |
| *I acknowledge the procedures and restrictions described on page 1 of this application.* | | | | | | | | |

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| **Student Signature:** |  |  | **Date:** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course Credits:**  (2, 3 or 4, to be determined by faculty member) |  |  |  |  |
| **Faculty Member Signature:** |  | **Date:** |  |
| **Department Chair or Program Director Signature:** |  |  | **Date:** |  |