

**UNIVERSITY OF HAWAII AT HILO**  
**DIRECTED READING OR RESEARCH COURSE FORM**  
**FOR 199V, 299V, 399V or 499V DIRECTED STUDY COURSES**

This form must be completed prior to registration for any course numbered 199V, 299V, 399V, or 499V. The student must obtain the consent (as indicated by signatures on this form) of the directing instructor as well as the Department Chair. The **ORIGINAL COPY** of this form must be submitted to the UHH Office of the Registrar.

**Section I: To be completed by the student.**

Print Name: (Last, First, MI)

Student ID No.

Student e-mail: \_\_\_\_\_@hawaii.edu

Phone:

I understand and agree that I must complete a **minimum** of three (3) study hours per credit hour per week and that it is my responsibility to make appropriate arrangements with the approving faculty for critiques and final submissions of complete work.

**Student's Signature:**

**Date:**

**Section II: To be completed by the instructor**

Sem. Hrs.	Course Alpha	Course Number	Semester		Year
			SPRING	FALL	
		__99V	SUMMER	_____ to _____	

Is this course to be used in lieu of a regular course?      NO      YES

If yes, content and semester hours must be identical to regular course:

Alpha: \_\_\_\_\_ No. \_\_\_\_\_

**Section III: To be completed by the student assisted by the instructor.**

Provide a detailed outline of your proposed work (use reverse side or attached separate sheet).

*Proposal should include: Title; Overview of the proposed course; Purpose or objectives, including expected learning outcomes; Procedure for how the course will be taught; Resources to be used; Expected products from the course; Means of evaluation.*

Print Directing Instructor's Name:

Instructor's Banner ID or Username:

Dir. Instructor's Signature:

Date:

Print Department Chair's Name:

Department Chair's Signature:

Date:

Dept. Vote  
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Rules governing x99V courses:

- 1) A student may register for not more than six credits of "99V" courses per semester with not more than three credits granted for any single "99V" course.
- 2) Not more than twelve credits received from "99V" courses may be applied toward a degree.
- 3) Students may not use "99V" courses to satisfy General Education area requirements.