



UNIVERSITY
of HAWAII®
HILO

DIRECTED READING OR RESEARCH COURSE FORM

(For Graduate Program Courses: 699V, or 799V)

Graduate Division / 200 West Kawili St. Hilo, HI 96720-4091 / CoBE Building (Wai'ōlino) Room 201 / Phone: (808) 932-7927 / E-mail: hilograd@hawaii.edu

- This form must be completed prior to registration for any course numbered 699V or 799V.
- The student must obtain the consent of the directing instructor, primary advisor as well as the graduate program chair.
- The **ORIGINAL COPY** of this form must be submitted to the Graduate Division.

SECTION I: Student Information:

Name: _____ Email: _____@hawaii.edu

Phone: _____ Program: _____

Student signature: _____ Date: _____

SECTION II: Course Information:

Course Alpha: _____ Course Number: _____99V Title: _____

Semester: Fall Spring Summer Year: 20____ Credits: _____

Grading Mode: Letter Grade Credit/No Credit Delivered Distance Completely Online (DCO): No Yes

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: _____ Course Alpha & Number: _____

SECTION III: Course Outline:

Provide a detailed outline of your proposed work (use reverse side or attach a separate sheet) to include: *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 and grading breakdown.*

SECTION IV: Directing Instructor and Graduate Program Director permission:

Directing Instructor Name: _____ ID or username: _____

Directing Instructor Signature: _____ Date: _____

Primary Advisor Name: _____

Primary Advisor Signature: _____ Date: _____

Graduate Program Chair Name: _____

Graduate Program Chair Signature: _____ Date: _____

SECTION V: Submit ORIGINAL completed form to the Graduate Division

FOR GRAD DIVISION USE ONLY: Date: _____ Initials: _____

FOR REGISTRAR OFFICE USE ONLY:

SIAASGQ SSASECT* SFAREGS Date: _____ Initials: _____ CRN: _____

*Uncheck Voice Response