



New England Bible College  
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## Directed Study Course Petition

Please read the instructions on the opposite side prior to filling out this form. Failure to follow these directions will result in immediate rejection of the request. You, *not faculty or administration*, are responsible for proposing a course subtitle, description, texts, and requirements for the directed study course. Feel free to attach separate sheets of paper to complete this petition.

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Box #: \_\_\_\_\_

Proposed Course Number and Title: \_\_\_\_\_

Semester and Year (in which the course will be registered): \_\_\_\_\_

Please *defend* your need/desire to take a directed study course instead of following the NEBC curriculum.

Please provide your course description.

Please list the required texts for your course.

Please list the course requirements, along with grading percentages.

Please lay out your proposed course schedule.

**Required Signatures:** (All signatures must be secured before the end of open registration period.)

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Faculty Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

Directing Faculty Member: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Dean: \_\_\_\_\_ Date: \_\_\_\_\_

## Directed Study Course Petition Instructions

**Eligibility:** Directed studies are typically upper-level courses designed for students who have demonstrated strong ability for academic studies and have interest in areas of study beyond the scope of the NEBC curriculum. It is not a means to fit in a required course, with *rare* exceptions. First and second year students, students on academic probation, or students registering after the open registration period may not petition for an independent study course.

**Course Title:** Give a subtitle for your proposed course of study.

**Semester and Year:** Indicate the semester and year in which the directed study will be completed. You may petition for a directed study course no sooner than one year before the semester begins and no later than the end of open registration for that semester. All course work must be completed within the timeframe of the registered semester.

**Proposed Course Defense:** This defense consists of two parts. **First**, you must defend your need to take a directed study course. You are responsible for detailing why this subject matter is necessary for your academic journey and how it isn't covered in the current NEBC curriculum. **Second**, you must defend your proposed course as appropriate to your degree program, class status, and how it fits the goals and academic standards of the NEBC curriculum.

**Course Description:** Give a brief description of the course of study you wish to undertake, including the goals you plan to accomplish. Please note similar descriptions in the NEBC catalogue.

**General Workload Guidelines:** Total reading should be at least 800-1000 pages. There should be a major written paper/project at least 12-15 pages in length. Several smaller assignments may be appropriate instead of one larger paper. Since independent studies do not have regular class time, the reading and other requirements should require an equivalent amount of time and effort.

**Required Texts:** Please list the required reading for your class.

**Course Requirements:** Please list your course requirements including papers, projects, and quizzes/exams. In addition, please indicate your proposed grading percentages.

**Course Schedule:** Please lay out your proposed schedule, including dates and times for meeting with the Directing Professor (minimum of 4 hours) along with due dates for required reading and requirements.

**Required Signatures:** You are responsible for gathering these signatures *in the order they are listed* before the end of the open registration period.

**Submission:** Once you have prepared your proposal and received all the required signatures, you may then register for the course. You must retain a copy of your proposal, and a copy will be placed in your file.

**Final Note:** The process for petitioning for an directed study is intentionally difficult. This is not to deter students from petitioning, but to force the student to take the course seriously and to reduce the added administrative tasks. NEBC's purpose is to equip you for your future ministries.