APPLICATION FOR UNDERGRADUATE
Project  Independent Study  Course by Contract

SUNY Buffalo State, Registrar's Office, Moot Hall 210, 1300 Elmwood Avenue, Buffalo, New York 14222
Email: Regofc@buffalostate.edu

Banner # B

INSTRUCTIONS:
1. Student completes Part A and checks desired option in Part D. See schedule of classes for filing deadline.
2. Advisor or chairperson of major checks eligibility and completes block in Part D.
3. Instructor enters dept., credit hours and title in Part D, then completes and signs Part B.
4. Department Chair signs Part C and retains pink copy. Student retains yellow copy.
   Original is forwarded to the Registrar's Office, Moot Hall 210.
5. Internships (488) cannot be registered by filing this form.

A. To Be Completed By Student:
   Indicate semester/year: Year 20
   [ ] Fall  [ ] Summer  [ ] Spring  [ ] J - Term
   [ ] A  [ ] B  [ ] C
   [ ] I  [ ] II  [ ] ES
   [ ] SM
   Name (print) Last  First  MI
   Local Address
   Phone
   Signature Date

B. To Be Completed By Instructor:
   Name (print) Last  First  MI
   Instructor Banner # B
   Signature Date
   This course meets the SUNY guidelines printed below.

C. To Be Completed By Department Chairperson:
   Signature Date
   [ ] I verify the student is an active student eligible to register (SGASTDN).
   [ ] Approved 495, 499, or Contract Course Study Description is on file in the department office.

SUNY GUIDELINES
"One credit of independent study . . . will be awarded for the equivalent of forty-five 50-minute sessions of student academic activity." Therefore, a three credit course requires the equivalent of 135 class hours of academic activity.

D. COURSE INFORMATION: (check one)
495 Not Approved as writing intensive
[ ] Project

<table>
<thead>
<tr>
<th>Subject</th>
<th>495</th>
<th>Credit hrs. (1-3 hrs)</th>
</tr>
</thead>
</table>

Descriptive Title (Max 30 characters including spaces)
Use Descriptive Title — Not "Project"

FOR USE BY ADVISOR OR CHAIRPERSON OF MAJOR ONLY
[Initials _______ Date _________ ]
[ ] maximum 6 hours in all areas of 495
[ ] 60 hours completed [ ] related to a required course

499 Not Approved as writing intensive
[ ] Independent Study

<table>
<thead>
<tr>
<th>Subject</th>
<th>499</th>
<th>Credit hrs. (3-12 hrs)</th>
</tr>
</thead>
</table>

Descriptive Title (Max 30 characters including spaces)
Use Descriptive Title — Not "Independent Study"

FOR USE BY ADVISOR OR CHAIRPERSON OF MAJOR ONLY
[Initials _______ Date _________ ]
[ ] course not offered at Buffalo State [ ] GPA ≥ 2.00 in previous semester
[ ] 30 hours completed [ ] GPA in related area ≥ 2.00
[ ] cumulative GPA ≥ 2.00 [ ] only 2 independent study courses per semester
[ ] maximum 30 hrs. in all areas

[ ] Course by Contract

FOR USE BY ADVISOR OR CHAIRPERSON OF MAJOR ONLY
[Initials _______ Date _________ ]
[ ] 30 hours completed [ ] GPA ≥ 2.00

Registrar Use Only:
CRN #
Initial/registration date

REGRISTRAR
Revised 6/2014