

APPLICATION FOR SPECIAL REGISTRATION

LUTHER COLLEGE

Office of the Registrar

To be registered for a special registration course, complete this form by obtaining required signatures, attaching the required course documentation (project description & requirements), and submitting it to the Registrar's Office for review and registration.

Note: Internship registration requests must be submitted via Handshake, the Career Center's Internship Registration platform.

NAME	ID #	Class (select one) <input type="radio"/> FY <input type="radio"/> SO <input type="radio"/> JR <input type="radio"/> SR <input type="radio"/> Special
E-MAIL ADDRESS	SPO	PHONE #

TERM (select one): ☐ fall ☐ January ☐ spring ☐ summer I ☐ summer II

ACAD. YEAR: 20____-____

(check the one for which you are applying):

<input type="radio"/>	285	Directed Study: An opportunity to pursue individualized or experiential learning with a faculty member in the January term, at the sophomore level, either within or outside the major.
<input type="radio"/>	295	Directed Study: An opportunity to pursue individualized or experiential learning with a faculty member in the fall, spring or summer term, at the sophomore level, either within or outside the major.
<input type="radio"/>	375	Directed Readings. An opportunity to pursue a specialized area of the discipline for which course offerings are limited by following a prescribed reading list under the direction of a faculty member. Prerequisites and requirements vary by department.
<input type="radio"/>	389	Directed Research. Involvement in research project under supervision of department faculty. Recommended for students who expect to attend graduate school. Prerequisites and requirements vary by department.
<input type="radio"/>	395	Independent Study. Used by the student who wishes to design a course of independent study not otherwise available in the curriculum. Prerequisite of 12 semester hours in the department of study. Requires detailed proposal of study written in consultation with instructor.
<input type="radio"/>	##	Course-by-arrangement. Method of taking a regular curricular offering (same course number, description and credits as listed in catalog) by special arrangement or under special conditions outside the typical classroom setting. Note: Course by arrangement does not satisfy the J-term II requirement.

For students who entered in fall 2023 and earlier, the J-term II requirement can be completed with a 285, 375, 389, or 395 for 2 or 4 credits ONLY when completed in January. Course can be graded CR/NC.

1. DISCIPLINE _____ TITLE of COURSE _____

2. CREDIT HOURS _____

3. COURSE GRADED Option (Check One)

☐

Credit/No Credit

☐

A-F

4. PROPOSAL OF STUDY *Attach a full description of the project, list of intended readings, and requirements.*

PROPOSED BY (signature of student) _____ Date _____

If this course puts you over 17 hours for fall or spring, please submit with an Over Hours Request form.

RECORD OF APPROVAL (signatures required)

Faculty Supervisor: Printed: _____ Signature: _____	Date: _____
Study Abroad Office: (if traveling overseas)	Date: _____
Academic Department Head:	Date: _____
Academic Advisor:	Date: _____
Registrar's Office - Processed By:	Date: _____