

Buffalo State – State University of New York
Individual Graduate Study Application



Directions:

1. Student to complete Parts A and B.
2. Confirm eligibility with advisor and obtain signatures of Instructor and Chairperson.
3. Return the completed and approved application and paragraph description to the appropriate School Dean of registered course by the Individual Study Application deadline. See academic calendar: <http://suny.buffalostate.edu/academic-calendar>. Retain a copy for your records.
4. **Payment:** If registration for course occurs after deadline and is not included on your bill, contact Student Accounts for payment information. Failure to do so may result in late fees being assessed.

PART A

Semester / year registering: Fall January Spring Summer I, II, A, B, C 20__ Major _____

Name _____ Banner ID# B _____
Last First Middle

Local Address _____
Street City State Zip Code

Telephone Number _____ E-mail Address _____

Student Signature _____ Date _____

PART B (Check desired Individual Study option)

Independent Study* _____ 590 _____
Department Prefix Credit Hours Course Title (not to exceed 30 characters – do not list Ind. Study)

Master's Project* _____ 690 _____
Department Prefix Credit Hours Course Title (not to exceed 30 characters – do not list Master's Project)

Master's Thesis* _____ 695 or 795 _____
Department Prefix Credit Hours Master's Thesis
Course Title

***Student MUST attach a one-paragraph description of the proposed course including purpose, specific objectives, course outcomes (e.g., research paper) and how it will be evaluated.**

Course by Contract _____
Department Prefix Catalog # Credit Hours
Course Title: _____
Use actual course title from Graduate Catalog

Graduate Thesis/Project Continuation (Optional) _____ 721 **Circle:** Project or Thesis _____ 0
Non-Billable - no cost for up to two years immediately after the semester "IP grade was received. Department Prefix Non-credit bearing

Graduate Thesis/Project Extended _____ 722 **Circle:** Project or Thesis _____ 0
Billable for one credit hour each semester until thesis or project has been completed. Billed at existing graduate tuition rates. Department Prefix Non-credit bearing

PART C Instructor must have current graduate faculty status - <http://graduateschool.buffalostate.edu/for-faculty>

Instructor Name (print) _____ Instructor Banner ID#: B _____
Instructor Signature: _____ Date: _____
Department Chairperson Signature: _____ Date: _____

PART D Approval by the dean of the school overseeing course:
(Check One: AH _____ Education _____ NSS _____ Professions _____)

Signature: _____ Date: _____