

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. Instructor must include their Banner ID.
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.

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**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** \_\_\_\_\_

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**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 academic semesters 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

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**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: \_\_\_\_\_

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

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