

**Simon Fraser University
School of Interactive Arts and Technology
Graduate Program
Request for Registration in Directed Readings Course**

CRITERIA

Directed Readings courses are designed for graduate students who wish to continue study in an area where there is no formally developed coursework. Directed Readings courses are useful in making new coursework possibilities available quickly, without the normal delay associated with the approval of courses through Senate. Directed Readings courses must be approved by the Graduate Program Committee and will only be approved when the need for them is clearly established.

To be eligible to take a Directed Readings course students must meet all the following conditions:

1. They must have completed at least two regularly scheduled graduate level courses
2. They must have no outstanding deferred grade
3. They must be in good academic standing in the program

This third condition can be waived by the Graduate Program Committee if a particular Directed Readings course is part of the Committee's prescription for reinstatement of good standing.

Normal fees apply to all Directed Readings courses.

If students wish to take a Directed Readings course and they meet all the conditions, they must apply in writing, using the attached form and with the approvals of the instructor of the proposed Directed Readings and their Senior Supervisor, to the Graduate Program Committee **at least 4 weeks prior to the beginning of the term in which they wish to take the course. This form is designed so that the same level of course description exists as for a regularly scheduled course approved through Senate.**

Section A

Students must provide the proposed topic of the Directed Readings course as well as the name of the instructor who will supervise the course.

Section B

The instructor must describe the topics or materials to be covered in the course as well as the frequency of meetings and assignments and the evaluation methods to be used. Instructors are encouraged to offer a given Directed Readings course to multiple students where this is academically desirable.

Signatures

This form must be signed by the instructor,
the student's senior supervisor
and then must be approved by the Graduate Program Committee.

A copy will be returned to both the student and the instructor.

Proposed Graduate Program (MA, MSc, PhD) in Interactive Arts and Sciences

Normally, Master's students may take a maximum of 3 credits of Directed Readings (normally one course) as part of their graduate degree at SFU Surrey while PhD students may take a maximum of 6 credits (normally two courses) of Directed Readings.

Cohort Special Arrangements Program (M.A.Sc., Ph.D.) in Computing Arts and Design Sciences

Normally, students enrolled in the MASc (Interactive Arts), MASc (Information Technology) or PhD program may take no more than 10 credits of Directed Readings.

6. Describe how the student/students will be evaluated.

7. Provide names of all students interested in taking this directed readings course.

8. Are there resource implications to offering this course (e.g., additional space, specialized equipment, library resources)?

NOTE: Instructor's signature is required on last page of form.

