



UNITED THEOLOGICAL SEMINARY

# SPECIAL STUDIES ELECTIVE REGISTRATION FORM

This form supplements the Registration Form, which may be turned in prior to or with this registration form; the Special Studies form must be signed by all parties and in the registrar's office by the end of the first week of Fall & Spring Terms, or by the end of the day Tuesday of the first week of Winter & Summer Terms.

Name \_\_\_\_\_  
Last First Middle

Student ID# \_\_\_\_\_ Degree Program \_\_\_\_\_ Academic Year \_\_\_\_\_

Term:  
( ) Fall ( ) Winter ( ) Spring ( ) Summer

**Instructions:**  
(1) Consult Student Handbook, "Special Courses of Study".  
(2) Complete all parts of this form in consultation with instructor. Both student and instructor should sign the form.  
(3) Masters students should present completed form to the Dean of the Seminary for approval and signature. DMIN students should present form to the Director of the DMIN Program for approval and signature.  
(4) Submit completed form to the Registrar.

**Deadlines:**  
(1) Registrations for Special Studies must be completed within the first week of the term to avoid late registration fee.  
(2) A special study must be completed by the last day of the term during which it is registered. If the student and instructor agree at the time of registration that more time is necessary, the "Alternate Due Date" box at the end of this form should be completed. If more time beyond the due date is needed to complete the course work the student should follow the policy on course extensions and complete a "Petition for Extension" form.

## A. Category and Title

Enter brief title for Special Studies Project: \_\_\_\_\_

Enter amount of credit(s) to be earned: \_\_\_\_\_ Circle Grading Option: Letter Grade OR Pass/No Credit  
(DMIN Students must elect Letter Grade)

Expecting Special Studies Project to meet your Global Justice requirement? (Circle One) Yes No

Degree requirement, if any, this Special Study is expected to fulfill? \_\_\_\_\_

Check Category Code: ( ) CH990 Christian Heritage ( ) CL990 Churches' Leadership ( ) TR990 Theological/Religious Interpretation	Check Type of Project: ( ) Research Project ( ) Independent Study ( ) Directed Study ( ) Student Teaching Assistant <small>(STA Projects are not an option for DMIN Students)</small>
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OR Check Arranged Course Code:  
( ) CH440 Reformed Confessional Tradition  
( ) TR251 Research in Theology and the Arts  
( ) TR255 Tutorial: Theology and the Arts

## B. Using the spaces below and on the reverse side, develop a prospectus for the project. Be as thorough and specific as you can without using additional pages.

(1) Description of the topic to be explored:

**(2) Statement of learning goals:**

(over)

**(3) Description of oral and written work designed to accomplish learning goals:**

**a. Number and purpose of faculty consultations:**

**b. Method and design of research study:**

**c. Length and purpose of oral-written projects:**

**d. Reading list (including number of pages):**

The completion date for a special study is normally the final day of the term of registration. If the instructor and student agree that more time is necessary, please complete this box.

**Alternate Due Date:**

Proposed adjusted due-date for this project is: \_\_\_\_\_

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Instructor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Dean of the Seminary/Director of Doctor of Ministry Program (if applicable)

\_\_\_\_\_  
Date

**RETURN THIS FORM TO THE REGISTRAR'S OFFICE**