1. Print out the “Agreement for Independent Study/Directed Research” form (AKA PSY 697 - Directed Research Contract, located below) and fill out the top portion with your information, including:
   a. Circle the course number (697)
   b. “Semester and Year” should correspond to the term and year, e.g., Fall 2014
   c. Leave “Class #” blank - this will be provided by the Graduate Advisor.
   d. Number of units is that agreed upon by the faculty member and the student: 1-3 units are available. However, if used for your master’s program, it must be for 3 units during one semester.
   e. “Yr in School” is “Grad”

2. Meet with the faculty member with whom you will be doing the research and complete the form with him/her. Both of you will sign the form.

3. Bring the form to the Graduate Advisor, room Psy 107. DO NOT take the form to the department front office. The Graduate Advisor will put on a permit and give you the class code number to register.

4. When registering, please be sure to select the number of units for which you are registering via the dropdown box. If you do not, the default will be one unit. Also, be sure to check your registration after you exit the system to make sure it is correct.

5. Let the Graduate Advisor know if you have any questions.
AGREEMENT FOR INDEPENDENT STUDY/DIRECTED RESEARCH
PSYCHOLOGY DEPARTMENT

Circle the Course Number: 599  697  Name ________________________________________
Semester and Year ________________ Phone # ________________________________________
Class # _________ No. Units _____ Email ________________________________________

STUDENT: Submit signed form to the Department Office by the end of the third week of instruction.

1. Title of project and general statement of goal of the study.

2. Describe the specific tasks you will undertake for this project, e.g., reading, experiments, field work, papers, etc.

3. What will be the nature of the final report? (It should be in writing, unless this is inappropriate for some reason which is explained here.)

4. Your preparation for this project (courses, work or research experience).

FACULTY: Fill in before submitting to the Department.
What standards will you, the instructor, use to evaluate and grade the student’s work?

FACULTY AND STUDENT:
We, the undersigned student and instructor, agree to the above description of the project and agree also that a copy of the full report describing the completed project (see item #3 above) will be submitted to the instructor, and another copy filed with the Department Office, before the final grade is keyed by the Department.

Signature of Student Date Signature of Instructor Date

Print Instructor’s name: ________________________________________

Proposal approved by the department representative ______________________________ Date ___________

To be completed at the end of the semester by the instructor and returned to the department representative with the full report. The final report will stay on file in the Department Office 2 years, and then be returned to the instructor.

Grade assigned __________ Date __________ Signature of Instructor __________________________

Report accepted by Department representative ______________________________ Date ___________

Distribution: White-Retained by Dept, Yellow-given to instructor for grade at end of semester, Pink-Faculty, Goldenrod-Student