

**REQUEST FOR COURSE TITLE**  
[DIRECTED STUDY, DIRECTED READINGS, OR INDEPENDENT STUDY]

LOYOLA UNIVERSITY CHICAGO  
THE GRADUATE SCHOOL

**Instructions**

Students are to complete this form to request an annotated title to appear on the transcript for a directed study course. The form must be filled out, approved by the instructor and graduate program director, and submitted to the Graduate School, Granada Center 400, LSC. Students are to then follow the normal procedure to register for the course using LOCUS. Please note: **If you do not enroll in this course, your request will not be processed.**

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**Student Information**

Name \_\_\_\_\_ LUC ID# \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_ Phone # \_\_\_\_\_  
Street City State Zip

Email \_\_\_\_\_@luc.edu Program \_\_\_\_\_

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**Course Information**

Please note: If you do not provide this information or it is incorrect, your request will not be processed.

Course Prefix \_\_\_\_\_ Course Number \_\_\_\_\_ Section \_\_\_\_\_ Call Number \_\_\_\_\_

Semester and Year \_\_\_\_\_ Instructor \_\_\_\_\_

Course Title \_\_\_\_\_  
(limit 60 characters, including spaces)

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This form must be signed by both the course instructor and your GPD before it is processed.

Faculty approval \_\_\_\_\_  
Instructor, Printed Name Signature Date

\_\_\_\_\_  
Graduate Program Director, Printed Name Signature Date

Graduate School approval \_\_\_\_\_  
Graduate school officer Date

Return to the Graduate School, Granada Center 400, LSC