Approval/Permission to Register For
Independent Study/Project or Internship/Practicum or Teaching Assistantship

Important Reminder: If you have less than a 2.7 Overall GPA and you are registering for greater than 17 total credits, you must obtain written approval from the Advising Center.

Instructions:
1. Print all information on yellow paper.
2. Students and faculty project supervisors MUST COMPLETE REVERSE SIDE.
3. Obtain approval signatures from the Independent Study/Project/Internship/Practicum/Teaching Assistantship project director and the supervising department chair. Submit this form to the appropriate academic dean for final approval.
4. With dean's approval, copies of the approved form will be sent to the project director, department chair, and the Registrar's Office. Upon receipt, the Registrar's Office will process the approved registration request. (Part-time students will be sent a bill which is payable immediately.)
5. Any changes to this registration request (i.e. drop/withdrawal) are the responsibility of the student and must be submitted to the Registrar’s Office prior to applicable deadline.
6. REGISTRATIONS CAN NOT BE PROCESSED WITHOUT ALL SIGNATURES!

I have read and will comply with the above:

Student Signature: ___________________________ Date: __________

Name: ___________________________ Eastern ID #: ________ Phone: ___________________________

Sophomore ___  Junior ___  Senior ___  Major: ______________  Overall GPA: ______________

Subject / Course Number: ______________  Title: ___________________________ Credits: ______

Independent Study  Senior Project (Visual Arts)  CIRCLE SESSION AND WRITE IN YEAR:
Internship/Practicum  Individual Music  Fall  Intersession  Year ______
Teaching Assistantship  Instruction (Perf. Arts)  Spring  Summer

T.A. Course ________

APPROVAL SIGNATURES:

Project Director:
Print: ___________________________ Signature: ___________________________ Date: __________

Supervising Department Chair:
Print: ___________________________ Signature: ___________________________ Date: __________

Academic Dean:
Print: ___________________________ Signature: ___________________________ Date: __________

Registrar’s Office Use Only: Section Code: __ CRN: __________ Processed by: ___________________________ Date: __________
A. Project Title (research project title or descriptive title for duties performed):
_________________________________________________________________________________________________

B. Objective (describe required duties or project components):
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________

C. Reading and other materials required for project (attach reading list):
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________

D. Outline of how the project will be conducted:
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________

E. Outline of how the student work will be evaluated for a grade by faculty supervisor (must be completed by faculty):
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________

01/2012