

Directed Studies/Restricted Courses Request Form

STUDENT INFORMATION	
Student name:	Student ID #:
1 st term of registration:	Supervisor(s):
Program: <input type="checkbox"/> MSc – Thesis Option <input type="checkbox"/> MSc – Course Option <input type="checkbox"/> MSc – Major Research Paper Option <input type="checkbox"/> PhD	

To request enrollment in a Computer Science Directed Studies or restricted course, or a course offered by another department:

- Confirm that the course is offered during the term that you are submitting this request for.
- Speak with your supervisor (if applicable) to obtain approval.
- Complete this form, **attaching any additional documents required (see below)**, and submit it to your Program Administrator **at least 5 business days before the last date to add a course for the term.**

To drop any course that was requested using this form, submit a request by email to your Program Administrator, copying your supervisor (if applicable), **at least 5 business days before the last date to drop a course during the term.**

PLEASE SELECT FROM THE FOLLOWING:

MSc	PhD
Directed Studies: <input type="checkbox"/> CP8310 – Directed Studies in Computer Science	Directed Studies: <input type="checkbox"/> CP8312 – Directed Studies: Intelligence and Robotics <input type="checkbox"/> CP8313 – Directed Studies: Networks
Restricted Course: <input type="checkbox"/> CP8215 – Research Methods in Computer Science	Restricted Courses: <input type="checkbox"/> CP8101 – Research Methods for Doctoral Students <input type="checkbox"/> CP9101 – Method of Instruction <input type="checkbox"/> CP9102 – Doctoral Seminar
Course Offered by Another Department: (Provide Course Code and Title) <input type="checkbox"/> _____	Course Offered by Another Department: (Provide Course Code and Title) <input type="checkbox"/> _____

ADDITIONAL DOCUMENTS REQUIRED:

For a Directed Studies Course:

The instructor of the course must provide a **detailed Course Management Form** that includes the following:

- Topic Title
- Semester of Registration and Number of Credits
- Course Content: Indicate what topics are going to be covered, which areas are going to be explored (less than 100 words)
- Readings: Include journal articles, textbook pages, and the sources for both
- Estimated Student Weekly Meetings (normally 3 hours per week for 12 weeks)
- Requirements: Clearly outline what papers or essays must be written, and any other method of evaluation
- Final Report Submission deadline to the instructor (typically no later than the last day of the term)

For a Course Offered by Another Teaching Department:

Please submit the following:

- A completed and signed Course Substitution Request form (available on the Yeates School of Graduate Studies web site)
- A detailed Course Management Form for the course
- An email from the course instructor in which they grant you permission to take the course
- A short note explaining why it is necessary for you to take the course

APPROVAL SIGNATURES:	
Student:	Date:
Supervisor(s):	Date:
Graduate Program Director:	Date: