

Directed Independent Study

1. Directed Independent Study in areas for which a formal curricular course does not appear in the Catalog may take place under the following circumstances:
 - a. The value and content of the DIS is fully discussed by the student involved with the faculty member who will direct the study and, in turn, with the chair of the department under whose direction the study content would normally fall. The matter is then discussed with the Director of the Petrie School of Music so that adequate presentation to the Music Curriculum Committee may be made and so that the Director may determine the availability of faculty time.
 - b. A detailed syllabus for the DIS is presented and approved by the Dean of the School of the Arts after such submission and approval has been made by the individual faculty member involved and the department chair.
 - c. The amount of credit is proposed by the faculty member conducting the DIS and determined by the Music Curriculum Committee.
 - d. Following approval, a University DIS form is completed by the student and teacher to complete the registration.
 - e. A copy of the examination or some other suitable evidence of satisfaction of purpose and intent of the manner of final examinations should be placed in the student's permanent file.
2. It is the policy of the Petrie School of Music not to offer existing courses on a DIS basis. Exceptions must be approved by the Dean of the School of the Arts.
3. It must be understood by faculty and students that the existence of DIS courses, while totally in keeping with those special features which can be afforded a student by a smaller institution, cannot serve to proliferate the annual offerings of the Petrie School of Music with an inordinate number of course offerings in a "private lesson" or tutoring environment. Therefore, the validity and quality of all DIS offerings must be contingent upon the ability of Converse University to use available faculty workloads in ways which will produce the greatest benefit for all concerned.
4. At the discretion of the Dean of the School of the Arts, a special elective fee may be charged for Directed Independent Study work.