

Student's Name: \_\_\_\_\_ Student's ID Number: \_\_\_\_\_

Course ID Number: \_\_\_\_\_  
(CHEM) (399) (01)

Credit Hours: \_\_\_\_\_

Year: \_\_\_\_\_

Term (circle one): Fall Spring Part of Term (circle one): Express I Express II

Faculty Supervisor: \_\_\_\_\_

Project Title: \_\_\_\_\_

Project Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

*For Express I and Express II Individual Enrollment Applications, faculty supervisors must also submit a detailed clock to credit description of the project, showing at least 700 minutes of academic engagement per credit hour between now and the last day of class for the current semester. The 700 minutes per credit hour can include both the time the student is expected to engage with material independently and the time spent working with the faculty advisor.*

**Individual Enrollment Policies**

- This form is to be completed and signed by the student, faculty supervisor, and department chair.
- Students enrolling in **HONS 399** must obtain the signature of the Honors College Dean in lieu of the department chair.
- A detailed project description or syllabus **must** accompany all Applications for Individual Enrollment.
- Lecture courses cannot be used as individual enrollment courses.
- The deadline for submission to the Office of the Registrar is the **drop/add date** for the specified term.
- This is the **only** individual enrollment form that will be accepted by the Office of the Registrar.
- This form **cannot** be submitted by the student.

**THE OFFICE OF THE REGISTRAR WILL NOT ACCEPT FAXED APPLICATIONS.**

APPROVAL SIGNATURES (ALL SIGNATURES REQUIRED FOR PROCESSING)

Student	Date
Faculty Supervisor (Include a Syllabus and a Plan for Assessing the Student Learning Outcome)	Date
Chair of Department or Dean of Honors College	Date
Office of the Registrar	Date