



DATE REC'D: _____

- APPROVED FOR CREDIT IN THE IS MAJOR (circle one): I E
- DENIED FOR CREDIT IN THE IS MAJOR

INITIALS: _____ DATE: _____

DIRECTED STUDY PETITION FORM

This form is for students who have enrolled in a directed study course (e.g., INTL ST 699) and would like to count the course in the IS Major. Students need to fill out this form and turn it in with the attached response sheet to the IS Major advisor before enrolling in the class. Forms can be turned in via email or at 301 Ingraham Hall.

STUDENT'S NAME: _____ STUDENT ID: _____

OPTION IN THE MAJOR (circle one): SECURITY ECONOMY CULTURE

Please type your responses to the following questions on a separate sheet of paper.

1. Describe the project's format (e.g., paper, presentation, article) and length.
2. Summarize your research project.
3. Explain how this research project augments or complements your academic goals and professional aspirations.
4. Why should we consider this directed study in the IS Major? How has it enhanced your understanding of the International Studies field?
5. What have you gained by working one-on-one with a faculty member at UW?

NAME OF SUPERVISING FACULTY: _____

FACULTY SIGNATURE: _____ DATE: _____

PROJECT UNDERTAKEN (circle one): FALL SPRING SUMMER YEAR: _____

DEPT NAME AND COURSE NUMBER: _____ NR OF CREDITS: _____

- YES, I WILL TURN IN A COPY OF MY FINAL PROJECT TO THE IS MAJOR ADVISOR WHEN IT IS COMPLETE.
- YES, I HAVE ATTACHED MY ANSWERS TO THE QUESTIONS ABOVE.

DEADLINE: SUBMIT YOUR MATERIALS BEFORE THE START OF THE SEMESTER IN WHICH YOU WILL BE COMPLETING THE DIRECTED STUDY OR INDEPENDENT RESEARCH.

Late, incomplete, or illegible forms will not be considered.

DIRECTED STUDY

Guidelines for Receiving Credit in the IS Major

- Directed studies may count toward your ISSUES or ELECTIVES in the IS Major with approval.
- In order to receive credit in the Major, you will need:
 1. a completed petition form with attached responses (see reverse);
 2. a copy of your final project delivered to an IS Major advisor by the ten days before the end of the semester in which the project was conducted. Note: turn in the original to your instructor to be graded!
 3. an approval by an IS Major advisor.
- Your directed study will be applied to the Major after your materials are turned in and you have received an approval by an IS Major advisor Note: graduating students beware – turn in your project in a timely fashion. Credit will not be automatic.
- DEADLINE: The petition form with attached responses must be submitted at the start of the semester in which your project was undertaken. Your final paper must be turned in 10 days before the end of the semester in which the project was conducted.

Finding the Appropriate Content for your Project

- The content of your work must be relevant to the Major. Your subject must match your Option to be counted in ISSUES.
- Your subject must be international in scope.
- Topics pertaining to the United States of America must place the United States within a global context. Examples might include: comparative institutions or policies, migration patterns from other regions to the United States, flows of capital and goods between the United States and foreign countries, NGOs and IOs based in the United States, etc. A good gauge would be that no more than 50% of your project/paper focuses on U.S.-specific institutions, policies, histories, economy, etc.
- Time period must be post-1800.

Finding an Instructor to Mentor you

1. You will need to need to work out a proposed subject, a brief proposal, and working bibliography *before* approaching an instructor.
2. Match your subject to an instructor (or more rarely, work out a subject with an instructor you have had in the past and would like to work with further).
3. Look up prospective instructors on their departmental website(s). Google them. You may be surprised to find the scope of an instructor's interests. Look for the instructor's curriculum vita or resume. What do they research? What have they written recently?
4. Come up with at least two possible instructors to whom you can pitch your project.
5. Discuss your project proposals IN PERSON. Emailing your "pitch" is the perfect way to get it rejected.
6. When proposing your project, don't forget to relate it back to the instructor's own research. Instructors like working with students on subjects relevant to their own work.
7. Consider the instructor's availability. Will the instructor be available throughout the semester (e.g., will the instructor leave for periods of time for conferences or research)? Is the instructor willing to meet regularly?

Tips for Success

- Discuss with your instructor the process of registering for the directed study (who will contact you about registering for the specific course? When? How many credits?). Don't forget your ADD deadline!
- Be specific about the scope and length of the project, research methods, deadlines, etc.
- Work with your instructor to create a regular meeting schedule.
- Clarify the instructor's role in evaluating your work throughout and at the end of the semester.
- Keep track of your time commitment to your project and communicate regularly with your instructor about it.