

	<b>OFFICE USE ONLY:</b> CRN: _____ Date of pickup: _____
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DEPARTMENT OF EAST ASIAN LANGAUGES AND LITERATURES  
**DIRECTED READING (399V -499V) APPROVAL FORM**  
(CREDIT/NO-CREDIT ONLY)

399-499 courses are for those who need special assistance; e.g., in reading texts in their area of specialization or at a pace more rapid than those of standard courses. Repeatable. Primarily for graduate students from other departments.

Each student must fill out this form and receive all necessary approvals prior to registering for this course.

Date: \_\_\_\_\_

Semester: \_\_\_\_\_

\_\_\_\_\_

Student's UH ID/Banner ID

\_\_\_\_\_ has my approval to register for (course: \_\_\_\_\_)

Student's Last Name      First      M.I.      (check one)  Directed Third-Level Reading

Directed Fourth-Level Reading

for (number of) \_\_\_\_\_ credit(s) to be directed by: \_\_\_\_\_

Instructor's Last Name      First

\_\_\_\_\_

Instructor's UH ID/Banner ID

I agree to direct this research: \_\_\_\_\_

Instructor's Signature      Date

Approved/Disapproved by: \_\_\_\_\_

Department Chair's Signature      Date

Reason(s) for Disapproval:

\_\_\_\_\_

DEPARTMENT OF EAST ASIAN LANGUAGES AND LITERATURES

**DIRECTED READING (399-499) PROPOSAL**

(CREDIT/NO-CREDIT ONLY)

Directed Reading courses are individualized courses designed to assist students needing to develop reading skills in their field of specialization or at a pace more rapid than provided for in existing courses. Because a Directed Reading course is a service course which the faculty member takes on above his normal teaching load, it can be offered only when the request is warranted and staff available. The following guidelines should be understood and observed:

1. The course level should be appropriate to the student's background and level of competence in reading.
2. The number of credits should represent approximately one contact hour per credit with a minimum of three hours of preparatory work per contact hour.
3. Observation of regular meeting hours is required.
4. A final reading examination will be given on some related material, such as selected passages from the text used, but not necessarily covered during the course.
5. The final grade will be based on how well the student came prepared for each reading session, the progress made during the course and the final examination.

Student's Name (Last, first, MI): \_\_\_\_\_ UH ID/Banner ID: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Class Standing: Grad  Sr  Jr  Soph  Fr  Major: \_\_\_\_\_

Current GPA: \_\_\_\_\_ Relevant language course(s) taken during the past year: \_\_\_\_\_

Proposed course number and credits for this Directed Reading course: \_\_\_\_\_

Text(s) to be used and proposed coverage during this course: \_\_\_\_\_

Your justification for the course level, number of credits, and request for this Directed Reading course (recognizing and understanding what is stated above):

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

Directed Reading course(s) previously taken, and instructor's name for each:

\_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_