GOIZUETA BUSINESS SCHOOL

Requirements and Procedures for Enrollment in Bus. 697 Directed Study

Course Description: Directed Study – Research in fields of special interest or supervised study covering areas not specifically included in the curriculum may be undertaken under the direction of a faculty member and with the consent of the Director of MBA Program.

Requirements:

1. A student must have an average grade of “PS” in all courses taken in order to enroll in Bus. 697.

2. During the MBA program a student may register for Bus. 697 no more than one time without the permission of the appropriate MBA Program Office. A written petition explaining the reasons for enrolling in more than one directed study must be submitted along with the directed study proposal. Courses that meet for less than 75% of their scheduled contact hours are defined as Limited Contact Hour courses. Students may take no more than three courses of this type towards their degree, not to include more that one independent study. Students may enroll in additional Limited Contact Hour courses, but anything above 9 credit hours does not count towards their graduation requirements.

Implementation: Done by the MBA Program Office.

Procedures:

1. A student planning to enroll in Bus. 697 must seek the sponsorship of an approved faculty member by submitting to him or her a written proposal describing the intent, purpose and parameters of a proposed project. The proposal should be as in depth as possible so that the faculty member can make a reasonable and justifiable determination of the project’s viability and feasibility.

   a. The content of a 697 project must not duplicate course content existing in the curriculum.

   b. 697 credit will not be given for internships. However, it is possible to use a summer job experience as background research for a directed study project.

   c. The 697 must have some academic value other than relating an historical, albeit business-related, anecdote.

2. The sponsoring faculty member indicates approval of the project by signing the agreement form. In sponsoring a directed study, the faculty member assumes responsibility for advising the student on the project and for awarding a grade upon the completion of the project. The development of the topic and the research are the student’s responsibility.

3. Final approval for enrollment in BUS697 is granted by the Director of the MBA Program. The student should submit the written proposal only after having obtained the signature of the sponsoring faculty member.

4. BUS697 proposals bearing the signatures of a faculty member and the Director of MBA Program will be given to the Business School Registrar. The proposal then becomes a part of the student’s file.

5. A student wishing to pre-register for Bus. 697 must submit the written proposal with the required signatures to the Business School Registrar no later than the day before pre-registration. Otherwise, proposals must be completed and returned by the final day of the drop/add period for that term.

Revised 9/12
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Bus. 697 MBA Directed Study Registration Form

♦ A copy of the proposal including your name, sponsoring professor, term and year, project title and directed study description must be attached. ♦

Term of Enrollment for Bus. 697: Fall Spring Summer ______ Year

Number of Course Credits ______ (3 for an elective course)

Title of Directed Study Project:

________________________________________________________________________

________________________________________________________________________

I have noted the requirements and procedures for enrollment in Bus 697 as outlined and I have attached my directed study proposal.

Name of Student

Student Emory ID Number

Signature of Student Date

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I have read the attached proposal for a directed study project and acknowledge understanding of the guidelines to be followed.

Name (printed) of Sponsoring Faculty Member Date

Signature of Sponsoring Faculty Member

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Signature of Director of the MBA Program Date

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