



University of Massachusetts Lowell  
One University Avenue  
Southwick Hall Room 202  
Lowell, Massachusetts 01854

Phone: (978) 934-2469  
Toll Free: (800) 480-3190  
Fax: (978) 934-3064  
<http://continuinged.uml.edu>

DIVISION OF ONLINE  
AND CONTINUING EDUCATION

## Steps for Directed Study Registration

(Must be completed before add/drop deadline)

- ❖ Complete for Request for Directed Study form
- ❖ Obtain appropriate signatures (student, supervising faculty)
- ❖ Return form to the Online and Continuing Education office in Southwick 202, North Campus
- ❖ Between 2 and 4 days after your submission, contact your instructor to obtain your permission number for the course.
- ❖ Log into ISIS Student Self Service and register for your directed study using your permission number. You must do this *before* the end of the drop/add period.

**Please be sure to keep a copy of this signed form for your records.**

