

Request for FST 099/199 Special Study Units

INSTRUCTIONS: To receive academic credit for undergraduate research in the Department of Food Science and Technology, students must complete this form and submit it to their PI/Faculty Research Sponsor for approval. Email the completed form to the Food Science advising team at fstadvising@ucdavis.edu before the last day of instruction.

Note: Students will be assessed a late registration fee of \$3.00 after the 12th day of instruction.

COURSE DESCRIPTIONS:

99. Special Study for Undergraduates (1-5 units) I, II, III. (P/NP grading only)

A research-oriented course of study, designed for individual students working on academic projects in conjunction with a department faculty person.

199. Special Study for Advanced Undergraduates (1-5 units) I, II, III. (P/NP grading only)

Upper-division counterpart of course 99. At least 84 units of credit must have been completed to receive degree credit for 199 [DD Reg.532].

ENROLLMENT INSTRUCTIONS

1. Fill out the "Student Section" of this form and submit it to your faculty sponsor for approval.
2. Email the completed form to the Food Science Advising Team (fstadvising@ucdavis.edu).
3. The advising team will send a Course Registration Number (CRN) to the student's UCD email when the form has been processed.
4. Use the CRN to find FST 199 in Schedule Builder. Be sure to confirm the instructor's name before enrolling in the course.
5. If you plan to enroll in two or more units for academic credit, then you can edit the units in Schedule Builder before the 25th day of instruction for the term of enrollment.

A minimum of 84 units are required to undertake an upper-division special study course for degree credit. Limitation on most special study courses is a maximum of 5 units per term. We will allow up to 6 units total of upper-division special study units (192/199) toward the 18-unit Restricted Elective Requirement for Food Science.

QUARTERLY TIME COMMITMENT & UNIT VALUE

30 hours = 1 unit	120 hours = 4 units
60 hours = 2 units	150 hours = 5 units
90 hours = 3 units	

GRADING

FST 99 & 199 special study units are graded on a Pass/No Pass basis. Grading criteria should be discussed between the faculty sponsor and student prior to completing the research contract. It is the student's responsibility to submit all assignments to their faculty sponsor before the last day of instruction.

DEPARTMENT OF FOOD SCIENCE & TECHNOLOGY
UNIVERSITY OF CALIFORNIA, DAVIS

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STUDENT SECTION

Full Name: _____ SID: _____

UCD Email: _____ Major: _____

Academic Term (select one): Fall Winter Spring SSI SSII Year: _____

No degree credit for 199 Special Study credit taken prior to the completion of 84 units.

Total UCD Units Completed: _____ I am enrolling in: FST 099 FST 199

FACULTY SECTION

Number of units approved (limit 1-5): _____

Estimated average student/faculty contact (hours/week): _____

Total number of study hours the student complete this quarter: _____

Course Plan: Explain the work to be undertaken (i.e., subject matter, format of instruction, texts or reading)

Grading: Explain criteria for awarding a passing grade

I have read this form and approve the student's academic work plan as outlined on this department contract. I will evaluate the academic quality of the student's work and verify the number of hours the student has completed in accord with UCD Academic Senate guidelines for awarding academic unit credit for research and special study course work.

FST Faculty Name (Print)

FST Faculty Signature

Date