

Specialty Research Project (SRP) Request Form

The first step in writing an SRP is submitting a written proposal to the appropriate Program Coordinator for approval. Please see the [RD 809 SRP Course Syllabus](#) for full details. Proposals are due by **November 1** prior to the year of graduation. Students will have a maximum of one year to complete the SRP from the point of approval of the project, but it must be completed by March 1 if planning to graduate that year.

Upon approval of the proposal, the student must submit this SPR Request Form to the Academic Services office.

Section A – To be completed by student. Return this document to Academic Services after approval has been granted.

Name	Program
Title of proposal	Proposal submitted (date)
	Term to be registered
Student Signature	Date

Section B – Academic Program Approval

Please note: This document will be returned to the Program Coordinator after the student has been registered for the SRP so that if any required revisions are necessary, these can be recorded. After the final grade has been assigned, record the grade on this document and return it to Academic Services for processing.

Program Coordinator Signature	Date	
Dean of the Seminary Signature	Date	
Research Ethics Board (if required): <i>Email attachment from REB also accepted in lieu of signature</i>	Date	
Start Date	End Date	Final Grade
Revisions required (please specify)		
Revisions approved		

Office Use Only

SRP Registered	Date	Initial	Scanned to student file	Date	Initial
Final Grade Posted	Date	Initial	Payment requisitioned for faculty	Date	Initial