ABE/ASM 59000 Special Topics Contract Instructions

The ABE/ASM 59000 contract is completed by the student, and constitutes an agreement between an advisor and a student/group of students for individual/small group study of a special problem in a selected area. ABE/ASM 59000 is used for independent study equivalent to an academic course, and should not be used for research projects. The 590 contract must be submitted to the ABE Graduate Program Administrator at least one week prior to the first day of classes of the semester in which the course is to appear. The contract is then sent to the Chair of the Graduate Committee for approval, which must be secured prior to registration. Approved copies will be distributed to the Academic Advisor and the 59000 Instructor.

If you are looking to complete an internship with credit connected to professional studies, the 59000 contract can be used to register for course credits.

INTERNATIONAL STUDENTS!!!
If you are registering for CPT (practical training that takes place during your studies) or OPT (practical training that occurs after your studies end) DO NOT USE THIS FORM. Contact Nikki at nzimmerm@purdue.edu.

Instructions:

1. Meet with your Major Professor or the instructor for the 590 course and fill out the items required.

2. Send the form to the Graduate Program Administrator, requesting that you be registered for the course. Copy your Major Professor or the course instructor who will need to email their approval.

3. Nikki will have the form reviewed for approval by the Graduate Committee representative. They will work with the faculty to edit the form and approve.

4. Once these approvals are in place, the student will input the necessary information to have the course created in their myPurdue:

   **How to request a VT form**
   [https://www.youtube.com/watch?v=TL_P6UQuWdg](https://www.youtube.com/watch?v=TL_P6UQuWdg)

   **Confirmed Creation of VT request**
   [https://www.youtube.com/watch?v=aJSZol_fDio](https://www.youtube.com/watch?v=aJSZol_fDio)

Agricultural and Biological Engineering Department
ABE 59000 or ASM 59000 – Special Problems

If you are creating a 59000 to receive credit for taking a GEAPS (Grain Elevator and Processing Society)
course, please use the ABE/ASM 59000 GEAPS form, not the form below.

This is a contract between an advisor and a student/group of students for individual/small group study of a special problem in a selected area. ABE/ASM 59000 is for independent study equivalent to an academic course, and should not be used for research projects. This form must be submitted to the ABE graduate administrator at least one week prior to the first day of classes of the semester in which the course is to appear. Graduate committee approval must be secured prior to registration.

Name: ____________________________ Student I.D. No. ____________________________

ABE/ASM 59000 Instructor: ____________________________ Academic Advisor: ____________________________

Course Substitute Sought (if any): ____________________________________________________________

Semester and year to be taken (e.g., Spring 2022): __________________________________________

Student’s Anticipated Classification Next Semester: ____________________________________________

| Subject | Number | Credit Hours | Grade | Opt | Enter subject (ABE or ASM), credit hours and “P” if pass/not pass, “G” for a letter grade | Enter course problem title in spaces below (30 chars. max.) – be specific, descriptive |
|---------|--------|--------------|-------|-----|------------------------------------------------------------------------------------------|
| ABE/ASM 59000 | 59000 | | | | |

[Delete the text in brackets – it is included to aid in completing the form.]

Justification:

[Why this course needs to be a Special Problems course]

1 Choose ABE OR ASM.
Statement of Topic(s) To Be Studied:

Required Readings:

Learning Objectives:
[Clarify what the student will learn in this independent study course. These should not be written as research objectives. Learning objectives are often in the following form:
Learn to ....
Be able to....]

Procedure:
[Describe what the student will do to achieve the learning objectives. The procedure may include readings, assignments, meetings with the Advisor or other faculty, completion of online modules, reports, etc.]
Basis for Grading:

| Report Due Date: |                         |

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<thead>
<tr>
<th><strong>Student Time Commitment</strong></th>
<th><strong>Number of Hours</strong></th>
<th><strong>Days and Time of Conferences</strong></th>
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<tbody>
<tr>
<td>Student-Instructor Conferences</td>
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<td>Independent Reading</td>
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<td>Analysis or Lab Work</td>
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<td>Final Report Preparation</td>
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<td>Other:</td>
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<td><strong>Semester Total Hours</strong></td>
<td>(approx. 40-45 hrs/cr)</td>
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