

**Application for Undergraduate and Graduate Independent Study
College of Liberal Arts**

Department/Program _____
Please circle term for Independent Study: Fall Spring Summer Year: _____

*Note: If Summer course, please circle the term: A B or C

Student's Name: _____ Student UID: U _____

Phone Number: _____ E-mail: _____

Student Class Level: _____ Major: _____ GPA: _____

Course Registration/Permission Information

Banner CRN: _____ Subject: _____ Course Number: _____ Section: _____ Credit Hours: ____ . ____

If Writing Intensive, need Banner CRN: _____ Subject: _____ Course Number: _____ W Section: _____

Entered into Banner SPAAPIN Assigned to Faculty SIAASGN (Note: If previously listed as Staff, use U00025995)

Project

Project Title: _____

- Please provide a description of the subject, topic or problem to be investigated, methodology, number of meetings, etc.
- Attach a reading list and any additional, relevant material.

Basis For Evaluation Description and weighting of graded assignments

Description % of Grade

Student's Signature Date

Instructor's Signature (Please print name) U _____ Instructor UID Date

Department Chair's Signature Date

Liberal Arts Policy for Graduate & Undergraduate Level Independent Study

I. Nature and Purpose of Independent Study

- A. Students who desire to deepen their understanding and expertise in an area already familiar to them or who wish to develop and improve their research capacities in that area may pursue independent study.
- B. Courses offered for independent study may not substitute for core curriculum offerings.
- C. Independent study should not be used as substitute for a closed class.
- D. Independent study should not be used to accommodate a student's work or study schedule.

II. Student Eligibility

In order to qualify for independent study, student must have attained a cumulative grade point average of 3.0 or above.

III. Procedures

- A. Each student intent upon pursuing a directed course of study enters a written agreement for such study with a faculty member competent to direct the study topic on the basis of his/her training and experience.
- B. The Independent Study Agreement includes the following:
 - 1. The specific topic, subject, or problem to be investigated.
 - 2. The minimum number of meetings between the student and faculty member during the term in which the study is to occur.
 - 3. The basis for evaluating the student effort.
 - 4. Approval of the department chair or designee prior to registration.
- C. A copy of every independent study agreement is sent to the Office of the Dean.