

INDEPENDENT STUDY APPLICATION

Independent studies are intended to encourage supervised undergraduate research. With permission of the instructor, **juniors, seniors, or graduate students** may elect independent study related to their major or minor. No more than 4 credits may be earned in a semester. No more than 12 credits of completed independent study courses shall be counted toward an undergraduate degree.

The student submits an independent study application to the department chair. This application should include a detailed description of the proposed program of study.

Please meet and discuss this request with your primary academic (faculty) advisor.

Your proposal for an Independent Study Project must address *each* of these five topics:

- 1) Learning Objectives:** What will you learn to do, know, or understand as an outcome of this project?
- 2) Activities:** What will you do? Be specific, indicating what you will observe, measure, perform, etc.
- 3) Resources:** What will you need for the project? Include bibliography, people, agencies, budget, and equipment.
- 4) Evaluation:** What will you produce or perform which your faculty sponsor will evaluate for a final grade? How frequently will you confer with your faculty sponsor?
- 5) Preparedness:** How can you verify your capacity to carry out this project? Include instruction, experience, and ambition.

Please indicate Y/N below. If you are unsure of an answer, consult with your advisor. Students must meet all criteria below to be eligible to be considered for an Independent Study.

Independent Study Criteria	Yes	No
I have a faculty sponsor.		
I am a Junior, Senior, or graduate student.		
This independent study relates to my Major or Minor.		
I understand that no more than 4 credits can be earned in a semester.		
I have met with my academic advisor regarding this Independent Study Application.		
I understand that no more than 12 credits from independent studies will count towards an undergraduate degree.		

Student Information:

Student Name: _____ Date of Birth: _____

Student ID: _____
(7 digits)

Course Information:

Faculty Sponsor Name: _____ Date: _____

Course Title: _____

Course Number: _____ Semester: _____ Credits: _____
(e.g. "ENG 100") (e.g. "Spring 2023")

Signatures of Approval:

(Print student name) (Student signature) Date: _____

(Print instructor name) (Instructor signature for approval) Date: _____

(Print dept. chair name) (Dept. chair signature for approval) Date: _____

(Print dean name) (Dean signature for approval) Date: _____

**Approved application to be submitted for processing to the Office of Registration and
Scheduling Services**