

UNIVERSITY OF SOUTHERN MAINE  
INDEPENDENT STUDY APPROVAL FORM  
College of Arts, Humanities, and Social Sciences

Student Number	Date
Student Name (Last, First, Middle Initial)	Instructor Name
Student E-Mail Address	Student Telephone Number

Independent Study in ART HISTORY is an opportunity for students who have demonstrated competence in a specific area of study to work independently with a faculty member of the student's choice. Junior and senior students may elect independent study in their major for one to six (1-6) credits. Normally, no more than three (3) credits may be earned in a semester.

- The student submits an Independent Study application, which includes a detailed description of the proposed program of study.
- Permission of the instructor and approval by the department chairperson/director are required.
- The department-approved Independent Study form is forwarded to the CAHS Dean's Office for the Dean's signature.
- The Dean's office forwards the signed approval form to the Registrar's Office, who registers the student in the course.
- The instructor is compensated after the final grade has posted at the end of the semester.
- The deadline for submitting approval forms is three (3) weeks after the first day of class. Approved Independent Study proposals submitted after the deadline will be posted for the next semester.

**INDEPENDENT STUDY COURSE:**

__ARH__	__418__	_____	_____	_____
Department	Course #	Section	Course Title	Credits

Check One:     Fall Semester     Spring Semester     Summer Session

If summer, give dates: From \_\_\_\_\_ to \_\_\_\_\_  
Fee (as applicable): \_\_\_\_\_

**PROPOSAL:**

Your proposal for an Independent Study project must address each of these five topics (to be typed on a separate sheet):

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.

Applicable course(s) taken: \_\_\_\_\_

**APPROVALS:**

\_\_\_\_\_  
Signature of Faculty Member

\_\_\_\_\_  
Print Name of Faculty Member

\_\_\_\_\_  
Signature of Department Chair/Director

\_\_\_\_\_  
Print Name of Department Chair/Director

\_\_\_\_\_  
Signature of CAHS Dean

\_\_\_\_\_  
Print Name of Dean

**The deadline for submitting the signed Approval Form to the Dean's Office is three (3) weeks after the first day of class.**