

# APPLICATION FOR INDEPENDENT STUDY (297, 387, or 397)

General regulations and descriptions are printed in the *College Catalog*.

Spring 2010 Independent Study applications are due by 5:00 Monday, November 16 in the Registrar's Office.

If a student is off campus Fall 2009, the application is due 5:00 Friday, January 29, 2010.

Please *TYPE OR PRINT* legibly

Name \_\_\_\_\_ Student ID: \_\_\_\_\_ Class Yr. \_\_\_\_\_

Major: \_\_\_\_\_ Adviser Name \_\_\_\_\_

Dept. of Registration \_\_\_\_\_ Faculty Director Name \_\_\_\_\_

E-mail Address \_\_\_\_\_ PO Box \_\_\_ - \_\_\_ Is this a group independent? \_\_\_ Yes \_\_\_ No  
(check one)

Full Project Title: \_\_\_\_\_

Transcript Title (24 characters maximum including spaces):  
\_\_\_\_\_

## I. Type of Independent (check one):

Fall \_\_\_ Spring \_\_\_ Year \_\_\_

### 387 Individual Reading:

Chinese: 2 cr \_\_\_ 4 cr \_\_\_

Greek: 2 cr \_\_\_ 4 cr \_\_\_

Latin: 2 cr \_\_\_ 4 cr \_\_\_

Japanese 2 cr \_\_\_ 4 cr \_\_\_

(Note: Individual Reading is not available in French)

297 Guided Reading: 2 cr \_\_\_

397 Independent Study: 2 cr \_\_\_ 4 cr \_\_\_

## II. Project Check List:

In consultation with your faculty director determine the details of the project. Attach a typed project statement which includes the following information (please use the lettered section headers below in your statement):

**For Individual Reading (387):** Contact the specific department for the project check list.

### For Guided Readings (297):

- a thorough description of the topic and project, and
- a bibliography.

### For Independent Study (397) :

- a thesis statement or equivalent,
- an outline of the project, and
- a bibliography.
- An indication of academic preparation for this study.

## III. For any independent study (297, 387, 397) please provide a specific schedule of meetings with your faculty director below:

**Meeting days:** (check all that apply) Mon. Tues. Wed. Thurs. Fri.

**Meeting Time(s):** \_\_\_\_\_

**NOTE:** Students are typically expected to meet with their faculty director at least one time per week.

Exceptions should be addressed in a separate note attached to this application or your application approval will be delayed.

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IV. For Guided Reading (297) or Independent Study (397) please explain the product(s) of your project (i.e. papers [including length], works of art, presentations, journals, etc.) and the deadlines for completion of the major sections of the project.

**Product:** \_\_\_\_\_ **Deadline:** \_\_\_\_\_

**Product:** \_\_\_\_\_ **Deadline:** \_\_\_\_\_

(NOTE: if several products are to be created, please attach a separate list to this application.)

### REQUIRED SIGNATURES

**STUDENT:** You should refer to the current *College Catalog* for the general regulations for undertaking Independent Study

I have carefully provided all of the information necessary to complete this application and am familiar with the restrictions and guidelines that apply to Independent Study. I fully understand that my proposal will not be approved unless all aspects of my project are clearly stated.

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**ADVISER APPROVAL:**

Please read the application submitted by the student. Approve her/his registration for these credits of Independent Study by signing in the space provided. Your signature confirms that the proposed project conforms to the regulations on Independent Study and to departmental policies. This independent project cannot substitute for a regularly offered course.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**DIRECTOR APPROVAL:**

Indicate your approval by signing this form and keep a copy for your records. Please also obtain your department chair's approval for directing this project. Return the completed proposal to the student.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**CHAIR OF THE DEPARTMENT OF REGISTRATION FOR INDIVIDUAL READING (387) ONLY:**

I have carefully reviewed this Individual Reading application and confirm that the proposed project conforms to departmental policies. My signature below notes my approval.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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FOR OFFICE USE ONLY:

**ASSOCIATE DEAN APPROVAL** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Course ID \_\_\_\_\_ - \_\_\_\_\_ . \_\_\_\_\_

SECT \_\_\_\_\_

RGN \_\_\_\_\_