REQUEST for INDEPENDENT STUDY

Students with interest in independent study of a topic not offered in the curriculum may propose, in conjunction with a faculty member, a plan of study. Approval is based on academic appropriateness and availability of resources.

Please type or print firmly

A. Status: Graduate student _____ Undergraduate student _____

B. Proposed semester/session: Year _____ Fall _____Spring _____ Early Session_____ Summer I _____ Summer II_____
Students, together with faculty members supervising Independent Study, must have this approval form processed through the steps listed in section E prior to the end of the late registration process.

C. Student Information:

1. Student's Banner Number: @ __ __ __ __ __ __ __ __
2. Student's Name: _____
   First name MI Last name
3. Student's Mailing Address: _____
   Number and Street City State Zip

D. Course Information:

1. Course: _____ _____ _____ _____ _____ _____
   Dept Number Section CRN # Course Title Credits

D. Rationale and Plan of Study:
In conjunction with a faculty member, prepare an independent study proposal to be attached to this form. The proposal must include 1) a rationale for conducting an independent study, 2) the purpose of the study, 3) Objectives, 4) activities to accomplish objectives, 5) required reading and/or a bibliography, 6) an evaluation process, 7) use for special purpose i.e. liberal studies elective, writing intensive, Honors College, non-western, etc., and 8) number of credits.

E. Routing by Signature Approval

1. Faculty Member of Record: (print) _____
   First name MI Last name

   Signed: _____ Date: _____
   (Signature verifies acceptance of proposal.)
2. Advisor or Doctoral Coordinator: _____Date: _____
3. Chairperson _____ Date: _____
   (Signature verifies workload and total number of students are within CBA limits.)
4. College Dean: _____ Date: _____
   (Signature verifies adequate budget is available and all criteria have been met.)
5. Registrar: _____ Date: _____
   (Signature verifies registration completed.)

Copies are to be distributed by the REGISTRAR OFFICE to the following:
College Dean's Office, Faculty Member of Record, APSCUF Office, VP of Acad Admin Office, Dept. Chairperson, & Student

Revised 7/2007