



Guidelines for Undergraduate Independent Study Courses

areas of interest that are not available through normal courses offerings. Independent studies may be used to credit students credit for work outside of a normal classroom setting.

The department will accept independent research or class work on the initiative of a faculty member as well as those communicated by the student. The work should be connected to the department's educational objectives.

Guidelines for independent study courses include the following: independent study courses are typically 1-2 credit hours in length.

- Include face-to-face meetings with the faculty supervisor.
- Should not be used to substitute for any regularly scheduled courses or required courses.

Students are required:

- To complete the university "Enrollment in an Independent Study Course 4995-Undergraduate" form.
- To work with a faculty member, only full-time faculty members are able to facilitate independent study projects.
- Secure all necessary signatures prior to the Independent Study deadline – the Thursday of the first week of Session 1 in a given semester.
- To provide rationale for the request.
- It is the student's responsibility to ensure that all documents are received and submitted to the College Registrar's Office for approval.
- If adding a 4995 Independent Study course will cause a form number over 100, the red 100 form must be included with the request.

Information
Independent Study Form – 4995