

Enrollment in an Independent Study Course 4995-Undergraduate

Purpose: Used by Undergraduate students to request enrollment in a course whose mode of instruction offers the student an opportunity to study or research a topic or subject matter in-depth with a current Marquette faculty of his/her choice that is usually not offered in the established curriculum and independent of the classroom setting.

Student Instructions:

1. Register via CheckMarq for all other courses you may also be taking. Do not wait until the Independent Study course is processed.
2. Complete Sections 1 & 2 of this form, using a computer.
 - a. a handwritten form will not be accepted.
 - b. an incomplete form will not be processed and will be returned to you for completion.
3. Print the form using the 'Print Form' button below.
4. Sign the form in Section 3; a digital signature is not acceptable.
5. Obtain all signatures as indicated in Section 4.
6. Submit this request to the college or dean's office of your home college.

Note: requests are not processed until after the start of the registration period for a semester.

Home College Office Instructions:

1. Approve request with signature in Section 5.
2. If needed, provide copies of this form to the student, instructor, department and the college or dean's office of the college offering the course.
3. After approval, send the request to the home college of the independent study course. The home college will register the student for the course.

Section 1: Student Information

@marquette.edu

Section 2: Independent Study Course Information

Subject. Code _____ Credit Hours _____ Year _____
(e.g. ENGL)

Specific Title. The course will not be recorded on the student's record unless a specific title is provided. Use a maximum of 60 characters.

Signature of Dept. Chair _____

Date _____