Independent Study Proposal

**Deadlines:** Completed proposals should be submitted, with departmental approval, to the academic dean during the normal registration period of the next semester. Under special circumstances, the academic dean may extend the period of submission of independent study proposals, but in no case will proposals be accepted after the third day of the first week of classes of the fall and spring semesters.

1. Last Name ______________________________  First Name ______________________________
2. Semester ______________________________
3. Discipline ______________________________
4. Course level  □ 295 □ 395 □ 495  5. Number of credits _____________________________
6. Title of independent study ______________________________
7. Previous work completed in preparation for this study *(list specific courses completed)* __________________
8. Learning objectives ______________________________
9. How will you achieve your objectives ______________________________
10. How will you demonstrate that you have met your objectives *(Identify projects, papers, etc.)* __________________
    *Attach a tentative syllabus including learning objectives, topics to be covered, method of grading.*
11. What facilities and resources will you need *(Attach reading list)* ______________________________
12. Contact hours per week __________________  13. Study hours per week __________________
    *Note: The usual formula for a 3 credit course is 1 contact hour per week and 8 study hours per week.*

Student signature    Date

Faculty Supervisor signature    Date

Faculty Supervisor’s signature indicates the ability and willingness to provide guidance, resources, and an evaluation. Course content, workload, and outcomes should be comparable to those of courses offered at that level for the same number of credits. In independent study courses, students bear the primary responsibility for initiating and structuring the course experience.

Advisor signature    Date

Department Chair/Director signature    Date

*Forward to the Academic Dean’s Office for review.*

Academic Dean signature    Date