

Complete and attach to the Individual Study Form before submitting to Chair for approval.

## Independent Study Documentation

All independent studies must be properly documented at the time of registration. An independent study is a course individually designed by a student and his/her professor. The purpose of an independent study is to allow the student to explore content **not available in a regular course** or to allow the student to pursue in-depth study, research or productions dealing with a specific subject. Independent studies may also serve as a way to develop specialized research skills relating to a thesis or portfolio project. **Independent studies should not be approved for subjects available in regularly scheduled courses.** Independent studies may be arranged for 1 to 3 semester hours of credit, based on the amount of work to be accomplished. A maximum of three credit hours will be allowed for one study. **Independent studies will be given a letter grade. Registration for independent studies is to be completed during the normal school registration period. Independent Studies must be approved by the faculty member supervising the study and the chair of the department. Registration path: student > faculty supervisor > chair of department > registration.**

1. The title of the study
2. A description of the objectives of the study
3. A brief rationale as to why you want to undertake the study
4. A description of the “product” of the study, i.e., the item to be graded that is appropriate for the number of credit hours
5. A schedule of meetings with the study director and a deadline for completing the study

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**FACULTY OR CHAIR PLEASE COMPLETE PRIOR TO REGISTRATION.**

1. Why is the current curriculum insufficient to meet this student’s educational goals?