

Guidelines for Undergraduate Independent Study Courses (4995)

Independent study classes provide students the opportunity to study with a faculty member and investigate areas of interest that are not available through normal course offerings. Independent studies may be used to grant students credit for work outside of a normal classroom setting.

The student will conduct independent research or classwork under the supervision of a faculty member, or the type of work done by the student clearly advances educational objectives.

Faculty and students arranging independent study courses should adhere to the following guidelines.

Independent studies typically:

- Are only available to juniors and seniors
- Include face-to-face meetings with the faculty supervisor, in addition to the completion of the agreed-upon work.
- 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.
- To create a specific title for the course (maximum of 60 characters).
- It is the student's responsibility to ensure that all signatures are received and submit to the College Dean's Office for final approval and registration.
- If adding a 4995 Independent Study course will cause a credit overload, the Credit Overload form must be included with the request.

[Independent Study Information](#)
[Independent Study Form – 4995](#)