

**Semester and year:**  Fall  Winter  Spring  Summer 20\_\_\_\_

The guidelines for independent study vary. Consult the appropriate faculty dean for further information.

**1. To be completed by the student**

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N													
Last Name	First	MI	Student ID Number										

Major	Current GPA
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A. Nature of Project:  Readings  Research  Assistantship  Other \_\_\_\_\_  
Explain Briefly

B. In an attached document, please describe your proposed study project. Type/print clearly. What is the proposed method of study? Where appropriate include a list of readings, practical experience, and/or a description of your research design.

Signature of Student	Date
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**2. To be completed by the instructor:** Please include the following information on an attached document.

- Student learning outcomes
- Topics to be covered
- Reading materials and assignments
- Schedule for quizzes, papers, and examinations with basis for mid-term evaluation
- Explanation of course grading policies
- Method of determining the final grade, including relative weight of each assignment

If requesting access to a different Brightspace course site      COURSE NO.:

Subject	Course	Undergraduate level	<b>Check one:</b>
			295 _____
			Subject (ex: CHE, MUS, BIO) 495 _____
Section		Graduate level	595 _____
			Subject (ex: CHE, MUS, BIO) 795 _____
		Credits _____	<input type="checkbox"/> On campus <input type="checkbox"/> Off campus
Signature of Instructor	Date	<b>Grade mode</b>	<input type="checkbox"/> Letter grades <input type="checkbox"/> Pass/Fail
Please PRINT Instructor's name	Instructor Banner ID Number <b>(REQUIRED)</b>		

**3. To be completed by the Department Chair**

I have reviewed and approved this independent study, grading and credit assignment for the above-named student. I have verified that the sum and substance of this course is different from any approved course listed in the undergraduate or graduate catalogs.

Signature of Department Chair	Date
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**4. To be completed by the Dean**

Liberal Arts:  Yes  No       Dean approval for excess credit (if necessary)      Part of Term: \_\_\_\_\_

Signature of Dean	Date	Approval of Brightspace site, if applicable _____
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