

**290**  
**INDEPENDENT STUDY AND DIRECTED READING**  
Academic Guidelines

**A. Project Options:**

1. Reading Project – 1,000 to 1,200 pages per credit hour. Choose a topic or an area to fill in a deficiency in student's curriculum. Brief critiques of reading with a conference at end of the project.  
OR
2. Writing Project – Write a research paper(s). Follow the recommended format for a formal paper. There should be a conference following the reading of the paper. (10 to 13 pages per credit hour.)  
OR
3. Lab Research Project – This research is to be conducted in a formal lab situation (i.e. science, art, etc.). Credit will be granted on the assumption that 40-50 hours of work equals one credit hour. A formal project report must be written and an oral report made.  
OR

A careful mix of the above options.

**B. Guidelines**

1. At least 6 hours of background in the discipline are required.
2. The independent study may be taken for one, two, three, or four hours.
3. A faculty member must sponsor the project, but the student should be responsible for doing the planning necessary for the project. This is not a tutorial.
4. Regular catalog courses may not be taken as independent studies.
5. All categories (including outline, bibliography, and evaluation criteria) must be completed.
6. Grading may be SU or 'A' – 'U', at the option of the professor and the student (please specify under evaluation). To be used for major or minor, it must be graded, 'A' – 'U'.
7. The project should culminate in an evaluative conference. It is recommended that an oral presentation be made to a panel of several faculty and students.



## INDEPENDENT STUDY – 290

Student's Name \_\_\_\_\_ I.D. # \_\_\_\_\_

Campus Box # \_\_\_\_\_ Home Address \_\_\_\_\_  
(Number) (Street) (City) (State) (Zip)

Phone Number \_\_\_\_\_

Major: \_\_\_\_\_ Minor: \_\_\_\_\_ Class: (check one) Fr. \_\_\_\_\_ So. \_\_\_\_\_ Jr. \_\_\_\_\_ Sr. \_\_\_\_\_

To be taken: (check one) Fall \_\_\_\_\_ Interim \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ **Year** \_\_\_\_\_

Credit hours completed to date in department in which independent study is being done (must be 6 or more): \_\_\_\_\_

Department: \_\_\_\_\_ Number of credit hours registered (1-4): \_\_\_\_\_

Title of Project: \_\_\_\_\_

### Attach the following information on a separate paper:

Prose summary of work to be done: (tasks, written work, projects)

Bibliography: (use proper format)

Describe how your learning will be evaluated. Be very specific: (writing project, reading project, lab research, etc.)

Grade basis: (check one) S/U \_\_\_\_\_ Graded \_\_\_\_\_ (must be graded for major and minor)

**NOTE:** Before any work is begun, this form must be completed and submitted to the Office of Academic Registration & Records, registration completed and the approved form must be received by the student and sponsoring faculty.

### IT IS THE STUDENT'S RESPONSIBILITY TO GET ALL APPROPRIATE SIGNATURES.

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

Signature of Sponsoring Faculty Member \_\_\_\_\_ Date \_\_\_\_\_

Approval of Advisor \_\_\_\_\_ Date \_\_\_\_\_

Approval of Registrar \_\_\_\_\_ Date \_\_\_\_\_

Original to Registrar \_\_\_\_\_ Faculty Sponsor copy \_\_\_\_\_ Student copy \_\_\_\_\_