

**Undergraduate/Graduate
Independent Study or Blind Listed Course Contract**

Student Name: _____

Semester _____

Email: _____

ID#: _____

Reason for requesting independent study: (be specific)

Reason student is unable to enroll in a class this semester:

INDEPENDENT STUDY

Independent Study courses consist of projects that are problem-centered and action-research oriented. Student Transcripts will list Independent Study and subject/course numbers are listed separately from departmental courses. A copy of the final project must be submitted to the dean's office with the final grade and kept on file for three years. No grades will be sent to the registrar unless a copy of the project has been received by the dean's office.

Independent Study Course Codes for CPS

PS 491	PS 691	One credit
PS 492	PS 692	Two credit
PS 493	PS 693	Three credit

CLOSED COURSE

A **Closed Course** is used when the student needs the name of the course on the transcript. They are listed under the department and assigned to the faculty sponsor. The grade must be entered by the faculty sponsor at the end of the semester. A copy of the contract and final project should be kept on file, in the department, for three years.

Subject _____, Catalog # _____, Class # _____ (4 digits assigned by Registrar)

Faculty Sponsor: _____

Print Name Date

Student: _____

Print Name/Initial Date

Chairperson approval: _____

Signature Date

Dean approval: _____

Signature Date

Please provide the following information, specific to the Independent Study.

1. Title of Project

2. Grading Criteria

3. Specific
Student Outcomes

4. Specific Activities
on Part of Faculty

5. Final Product
Description