



# Washington University in St. Louis

## UNIVERSITY COLLEGE IN ARTS & SCIENCES

### University College / Summer School Independent Study Proposal

**Student Contact Information and Semester**

\_\_\_\_\_

Last Name, First Name                      Student ID#                      Major / Program of Study

\_\_\_\_\_

Address                      Home Phone                      Work Phone                      Email Address

\_\_\_\_\_

Signature (Required)

**Instructions**

- 1) Meet with your advisor to discuss independent study options. To be eligible for independent study or directed readings, University College students must have a cumulative minimum 3.0 GPA and must be admitted to a degree program. A maximum of six units of Independent Study may be counted toward your major. See the University College Bulletin or for further information about independent study.
- 2) In consultation with a faculty member, write a project description including a) the scope and details of the course, b) requirements to be fulfilled (readings, exams, papers, etc.), c) tentative meeting schedule, d) basis for grade determination, and e) any other pertinent information. In general, research and reading assignments should be equivalent to those required for a comparable course offered in the traditional format. As with any course, completion of all projects and the final grade are required at the end of the semester in which the independent study is registered.
- 3) Complete this form and submit it, along with the project description, to the instructor for approval.
- 4) After receiving the instructor's approval, and the Coordinator's signature, submit form to University College, Assistant to the Registrar, January Hall, Room 20. Or fax to (314) 935-6744.
- 5) After receiving notification of University College / Summer School approval, register for the course.

**Course Information (Please Print)**

\_\_\_\_\_

Project Title (Required)                      Semester / Year

\_\_\_\_\_

Will this project be used as part of an Undergraduate or Graduate Program?                      # of Units

**Instructor Information and Approval**

\_\_\_\_\_

Last Name, First Name (Please Print)                      Webfac/Telesis ID#                      Phone Number                      Email Address

\_\_\_\_\_

Signature (I have reviewed the written independent study proposal and agree to supervise it for the semester indicated.)                      Date

**University College Coordinator Information and Approval (Or Faculty Advisor for Summer Day Students) If you need information regarding the program Coordinator, contact the Assistant to the Registrar at (314) 935-6749.**

\_\_\_\_\_

Last Name, First Name (Please Print)                      Department/Program                      Email Address

\_\_\_\_\_

Signature (I have reviewed the written proposal and approve of this student working on this independent study topic with this instructor).

**University College Use Only**

\_\_\_\_\_

Course Department                      Course Number                      Section Number

\_\_\_\_\_

UC/SS Approval (Y/N)?                      Signature \_\_\_\_\_

\_\_\_\_\_

Tutorial (Y/N)?                      If Yes, Dean's Signature Required \_\_\_\_\_

## **INDEPENDENT STUDY PROPOSAL GUIDELINES**

The Independent Study proposal must include all of the guidelines listed below. You may complete this information on a separate sheet and attach it to the form. The amount and level of work involved must be consistent with regular courses at a similar level. University College Students should have a cumulative gpa of 3.0 or higher, and be admitted to a degree program in order to be eligible to pursue Independent Study or Directed Readings. No more than six units of Independent Study may be attempted in a single semester. See the University College Bulletin for further information about independent study.

1. Independent Study Title (see previous page.)
2. General description of the project. (Attach description if needed)
3. Meeting schedule and timetable.
4. Readings (anticipated bibliography).
5. Written work required for the project (approximate length)
6. Research/Other activities: e.g. interviews; exams required for the project.