

MICHIGAN STATE UNIVERSITY

GUIDELINES AND APPLICATION FOR INDEPENDENT STUDY

DEFINITION

At Michigan State University, Independent Study is planned study, highly individualized, not addressable through any other course format, proposed in writing by the student on a standard form, accepted for supervision by a faculty member, and approved by the student's academic advisor and the teaching unit at the beginning of the semester.

GUIDELINES

Independent Study should:

1. Consist of work not described in the University catalog in any other format;
2. Be taken under a course number commensurate with the student's class level, major field, and experience;
3. Relate to a subject for which the student has adequate preparation;
4. Be directed by a faculty member with whom there is a periodic contact and consultation throughout the study;
5. Not exceed eight semester hours of credit in a single semester;
6. Not exceed 10% of the credits earned in a bachelor's program;
7. Be applied for on the form provided by the university, or any equivalent departmental or college form;
8. Be approved on this form before the student enrolls for the course.

APPLICATION AND ENROLLMENT

Please complete the form and obtain indicated approvals and necessary overrides before enrollment for the course:

Michigan State University

Application for Independent Study

PLEASE READ THE GUIDELINES BEFORE COMPLETING THIS FORM.
ALL ITEMS MUST BE COMPLETED BEFORE APPROVAL SIGNATURES ARE OBTAINED.

NAME: _____ DATE: _____
Last First Middle Initial

PID: _____ LEVEL: _____ CLASS: _____ MAJOR: _____ CUMULATIVE GPA: _____
(EMPL ID)

COURSE: _____ SECTION: _____ CREDITS: _____ SEMESTER: _____
(Units)

Number of Independent Study credits to be earned this semester: _____ Total of prior Independent Study credits: _____

1. DESCRIPTION (Subject matter, purpose, methods)

2. RATIONALE (Why independent study rather than regular course?)

3. PREPARATION (Relevant course work, reading, work experience, etc.)

4. WORK TO BE COMPLETED

(a) Type and amount of reading, writing, lab work, etc.

(b) Estimated contact hours per week with instructor: _____

(c) Deadline for submitting work for final evaluation: _____

(d) Evaluation procedure: _____

STUDENT'S SIGNATURE: _____

PHONE: _____

APPROVALS

Instructor Signature

Date

Academic Advisor

Date

Chairperson, Department Offering Course

Date