

# Independent Study Form

Office of the Registrar

Independent Study provides students with an opportunity to collaborate with faculty on research or specialty projects. The topic and outline must be agreed upon by the student with the approval of the instructor. For a student to complete an independent study, the following requirements apply.

- Independent research or specialty projects appear on the student's transcript with the specific topic as the course title.
- On successful completion of the research/project, the instructor will record a final grade. The instructor may use the A-F grading system or Pass/No Pass in evaluating the research/project.
- Research or specialty project must be undertaken within the academic term in which they are registered.
- The student must be in academic good standing (at least a 3.0 GPA)
- Independent studies must be at least 1.0 credit hours and cannot exceed 3.0 credit hours.
- Completed and signed independent study forms must be submitted to the Office of Registrar for processing. (Incomplete independent study forms will not be processed).
- Independent study forms must include a syllabus or outline of the approved topic.

**Please complete the following:**

First Name: \_\_\_\_\_ Last Name : \_\_\_\_\_

Student ID #: \_\_\_\_\_ CHSU Email: \_\_\_\_\_

Title of Independent Study: \_\_\_\_\_  
(must also include syllabus or outline with form)

Semester Term:     Fall         Spring                      College:     COP         COM

How many credit hours (1-3): \_\_\_\_\_                      Grading:     A-F         P/NP

Name of Instructor: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date : \_\_\_\_\_

Course Instructor Signature: \_\_\_\_\_ Date : \_\_\_\_\_

Department Chair Signature: \_\_\_\_\_ Date : \_\_\_\_\_

**Please submit completed form to the Office of the Registrar.**