

INDEPENDENT STUDY* / DIRECTED STUDY

Opportunity for *independent study* and *directed study* is available to qualified students

ELIGIBILITY

1. Completion of a minimum of 12 units of coursework at Marymount
2. Completion of a minimum of 3 units of prior coursework must be in the field of study with a grade of B or higher.
3. A G.P.A. of 3.0 or better

INDEPENDENT STUDY

An independent study answers the need for individual research and expression in special areas of interest that are NOT included in the regular course offerings. It provides training for life-long learning by providing experience in selecting a study project, mastering the necessary library and research techniques for assembling data and devising suitable means of evaluation. In independent study the student has the responsibility for planning, implementing, and presenting the project, where applicable. The faculty sponsor approves the project, meets with the student several times in the term, and evaluates the final results.

Independent Study graduate courses consist of individual practice-based research under the direction of a faculty member. A written research project is required.

DIRECTED STUDY

A directed study is a course that appears in the Marymount catalog but is NOT being offered in the semester or session the student wishes to take it. The student may register and receive credit for such a course by working independently under the supervision of a faculty sponsor and with approval of Academic Affairs. In a directed study the faculty member shares the responsibility with the student, generally planning readings and/or projects and meeting with the student regularly to ensure that minimum contact hours and content requirements are met.

PROCEDURES

Prior to registering for independent study or directed study, the student plans with the faculty sponsor, prepares a proposal including student learning outcomes, a summary of content and evaluative criteria, and files an approved form for the projected study in the office of the Registrar.

*Please note that independent study courses generally do not transfer.

PROPOSAL FOR:

Independent Study Directed Study (Select one)

This document must be recorded in the Registrar's Office by the 2nd week of class for credit to be given.

Name: _____ ID# _____ Date: _____

Term: Fall _____ Spring _____ Summer _____

Title of Study (if Independent Study): _____

Department: _____ Course Number: 295 395 495 595 Units (1-12): _____

Lab Fee: _____

- OR -

Course Title (if Directed Study): _____

Department: _____ Course Number: _____ Units: _____ Lab Fee: _____

Current cumulative G.P.A. (to be completed by Advisor): _____

ATTACH: a copy of the Independent Study course proposal including student learning outcomes, course content and evaluative criteria or a copy of the course syllabus for a Directed Study.

Course proposal or syllabus attached.

Method of Evaluation: Letter Grade Credit/No Credit

➤ All signatures are required prior to approval.

Student: _____ Date: _____

Academic Advisor: _____ Date: _____

Faculty Sponsor (Implies consent): _____ Date: _____

Division Chair (area of study): _____ Date: _____

Recommended Not Recommended

Comments: _____

Academic Affairs: _____ Date: _____

Approved Denied

Comments: _____

FOR OFFICE USE:

Date Issued: _____

Date received by Registrar: _____