

SCHOOL OF BUSINESS
INDEPENDENT STUDY REQUEST FORM

Check one:

AC404 Independent Study in Accounting _____

BU404 Independent Study in Business _____

EC404 Independent Study in Economics _____

Fall _____
(year)

Spring _____
(year)

Summer _____
(year)

Name _____ Date _____

Address _____

WU Number _____ Phone _____

Cumulative GPA _____ Total Hours Credit _____

Number Credit Hours Requested for this Project _____

Total Credit Hours Enrolled in this Semester _____

Signatures: (must be obtained before registration)

Student _____ Date _____

Professor _____ Date _____

Advisor _____ Date _____

Associate Dean _____ Date _____

Course Substitution _____

Notification to Registrar _____

An Independent Study Project provides the student the opportunity to investigate a topic of interest under professional supervision. Only the student who is prepared to devote considerable time and effort should undertake independent study. The student should select a definite area of investigation and must obtain the approval of the professor who agrees to supervise and control his/her work.

Any faculty member who agrees to oversee an independent study should require that the student submit to the faculty member a formal proposal of the work that is to be accomplished. At a minimum, the proposal should state:

1. Why the student wishes to undertake the study, what gain the student expects to achieve and what contribution will be made to the existing knowledge;
2. The learning experience for which academic credit is being requested, e.g., the problem that the student wishes to investigate;
3. The methodology which will be utilized in the study;
4. The source(s) of material which is (are) necessary to the study;
5. A step-by-step outline of the activities which the student will complete;
6. When these activities will be accomplished and;
7. The basis upon which the course grade will be determined.

The student must develop the project proposal for presentation to the prospective professor. If acceptable, the professor approves the legitimacy of the project and agrees to work on it with the student. The request form with student and professor signatures is then presented to the student's advisor for consideration and then to the associate dean for final approval.