Independent Study Petition

All registrations for E37 400/500 Independent Study must have prior approval of a faculty sponsor, student’s advisor, and the MEMS Department Chair. Independent study petitions are generally considered in the semester preceding the independent study experience. In no case will registration for an independent study be approved after the last day to add a class in that semester.

Name _______________________________ Date Submitted _________________________
Address ______________________________ Credits Requested _______________________
____________________________________ Home Phone # __________________________
Degree Program _________________________ Work Phone # __________________________
Semester ______________________________ Email Address __________________________

Registering for ☐ 400 or ☐ 500 level independent study?

Is this course intended to replace a required course? ☐ Yes ☐ No

If yes, which course? _________________________________________________________

Why can’t the regular course be taken? ___________________________________________

______________________________________________________________

Is the course intended to fulfill the undergraduate requirement for an advanced design elective?

☐ Yes ☐ No

Does the course have undergraduate design content? ☐ Yes ☐ No

If yes, what is the percentage __________ %
INSTRUCTIONS:

TYPE ANSWERS ON A SEPARATE SHEET OF PAPER FOR PARTS A – E. FILL OUT THE TOP PORTION AND ATTACH THE PAGES WITH YOUR ANSWERS TO QUESTIONS A-E ALONG WITH THE SIGNATURE PAGE WITH SPONSOR AND ADVISOR SIGNATURES.

PART D OF THE INDEPENDENT STUDY PETITION (BASIS FOR GRADE) MUST SPECIFY THAT A WRITTEN REPORT WILL BE SUBMITTED AND FILED WITH THE DEPARTMENT AT THE END OF THE SEMESTER.

PART E MUST SPECIFY THAT STUDENT EFFORT WILL BE 8-10 HOURS PER WEEK FOR A 3-CREDIT INDEPENDENT STUDY COURSE. SPECIFY THAT WEEKLY OR BI-WEEKLY MEETINGS WILL BE HELD WITH THE FACULTY SPONSOR TO GO OVER RESULTS AND PLAN EFFORT FOR THE NEXT MEETING.
Independent Study Proposal

(Answer questions A-E on a separate sheet of paper.)

A. Independent Study Summary Description:

B. Learning Objective of the Independent Study:

C. Methodology to be used in Conducting the Independent Study:

D. Criteria for Measuring the Degree to which Learning Objectives are met:

E. Schedule Criteria (meeting requirements, project milestones, etc.):  

F. Register for the appropriate instructor and units before submitting this form.

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Signature of Petitioning Student

FACULTY SPONSOR  □ Approved  □ Disapproved  Date____________________

Signature of Faculty Sponsor  Printed Name of Faculty Sponsor

STUDENT’S ADVISOR  □ Approved  □ Disapproved  Date____________________

Signature of Student’s Advisor  Printed Name of Student’s Advisor

DEPARTMENT CHAIRMAN □ Approved  □ Disapproved  Date____________________

Philip V. Bayly, Ph.D.  Number of Approved Credits