Application to Use an Independent Study or Research Project to Fulfill the Intensive Learning Requirement

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RCID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Mentor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Term in which the project will be completed and credit awarded (check one and add the year):

Fall \_\_\_\_\_\_ Spring \_\_\_\_\_ May \_\_\_\_\_\_

Summer 1 (June) \_\_\_\_\_\_ Summer 2 (July) \_\_\_\_\_\_ Summer 3 (June – July) \_\_\_\_\_\_

How should the credit be recorded? (check one, specify the discipline if needed; either satisfies the IL requirement)

INQ-477 DEPT-477 (specify discipline: \_\_\_\_\_\_\_\_\_\_\_\_\_ )

Project Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How often will the student and faculty member be in direct consultation? What is the anticipated number of weeks in which this project will be the student’s main focus?

Signature indicates that faculty member has read and approved the project description, literature references, timeline, and plan for final product. **Do not sign** if the student has not satisfied the “Must Do” list below or does not meet the list of requirements on the next page.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Supervising Faculty Member Signature Date

Signature indicates the project and plan for final product meets or exceeds department guidelines. Do not sign if the student has not satisfied the “Must Do” list below or does not meet the list of requirements on the next page.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Department Chair Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Assistant Vice President for Curriculum and Advising Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Assistant Vice President for Academic Operations Date

Attach a document including:

* The project’s purpose, scope, background, and methods, including literature references.
* An approximate timeline that shows the project can be completed in the time available.
* A description of the final product(s) of this project: paper, oral presentation, artistic works, portfolio, or other, including anticipated length.
* How the student’s academic background is appropriate preparation for the proposed project.

**Must Do**

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An independent study or research project may be used to satisfy the Intensive Learning requirement. Not all will qualify, however, as these projects must:

1. Be clearly focused, well-defined and limited in scope and breadth
2. Be taken as INQ 477 Independent Study or DEPT 477.
3. Be appropriate for the student’s academic background while also being a 400-level independent study. In other words, the student must have sufficient disciplinary background to undertake the proposed 400-level independent project.
4. Conclude within the proposed schedule. This generally will be LONGER than the 3-week May Term. A full-unit 400-level independent study takes time to research, process, draft, and revise. Students must propose a realistic schedule. Note that many students start projects in May and then continue them through part or all of the summer.
5. Provide opportunities for significant interaction with a faculty mentor.
6. Be the student’s sole academic pursuit during the period of the project.
7. Result in the production of a paper, report, or other product.
8. Meet all requirements imposed by the academic department of the faculty mentor.
9. Be approved by the Gen Ed Director after an application submission according to the timeline below.

To apply for approval to use an independent study or research project to satisfy the IL requirement, complete the attached form, get it signed by the faculty mentor and department chair, and submit by:

April 15 for May Term/Summer projects  
August 15 for Fall Term projects  
November 15 for Spring Term projects

Submit completed cover sheet and additional documentation  
mentioned on the cover sheet to:

Mrs. Susan Rambo, Coordinator of Academic Affairs Operations  
Administration Building, Suite 110