

INDEPENDENT STUDY

Independent Study provides students the opportunity to obtain recorded credit for academic achievement beyond that recognized through the formal, approved course offerings.

GENERAL INFORMATION ABOUT INDEPENDENT STUDY COURSES

1. **An Independent Study course should not be used for an established catalog course. If an established course is to be given independently, even if only to one student, it should be offered under the official course name and number.**
2. At the discretion of the instructor, two or more students may participate in a cooperative independent study project.
3. Jurisdiction for an Independent Study course lies with the School Director of the Program in which the course resides, e.g. the School Director of Humanities has jurisdiction over HUM 496. The signature of the appropriate School Director indicates his or her approval of the Independent Study offering within his or her jurisdiction and of the instructor.
4. The signature of the instructor serving as the study director indicates an agreement to be involved in the Independent Study.
5. The signature of the student's assigned advisor indicates approval of the student's participation.
6. The petition for Independent Study must be completed and returned to the Academic Records Office, Swatara Building, at the time the student registers for the course. Registration cannot be processed without a completed form.
7. Approved petitions for Independent Study will be maintained in the student's file as a record of independent studies. There is no special form that records the accumulation of Independent Study projects completed by the student. Independent Studies will be designated on the academic transcript with the course title, "Independent Study." No other course title will appear.
8. Evaluation of the Independent Study will be reported as a letter grade. The instructor who signed the petition for the Independent Study must assign the final grade.

SCHEDULE # _____
OF CREDITS _____

PETITION FOR INDEPENDENT STUDY

_____ 496 Semester _____ Year _____
_____ 596 Current Date _____

Student Name _____ Semester Classification _____
PSU ID # _____

Title and Description of Study:

Study Objectives:

Study Procedures:

Syllabus (if applicable) Attach separately.

Bibliography (if applicable) Attach separately.

Expected number of meetings with Independent Study Director _____

APPROVAL SIGNATURES:

Independent Study Director _____

Student's Advisor _____

Jurisdictional School Director _____

THIS PETITION FOR INDEPENDENT STUDY MUST BE COMPLETED AND RETURNED TO THE ACADEMIC RECORDS OFFICE, SWATARA BUILDING, AT THE TIME OF REGISTRATION FOR THE COURSE. REGISTRATION WILL NOT BE PROCESSED WITHOUT A COMPLETED INDEPENDENT STUDY FORM.