

## **PROPOSAL FOR UPPER DIVISION INDEPENDENT STUDY (4999)**

Please note that completion of this form does not constitute enrollment in the course.

**Independent Study is available in most academic departments of the University. This proposal should be completed at least one week prior to the anticipated date of registration. Students will not be registered in a 4999 course until the approved proposal has been received by the Registrar and the course is established in the computer system.**

**1) A student requesting approval for a 4999 course should have completed most of the requirements for a concentration, major, or minor and have at least a B average (3.00) in the subject area. The student must be classified as a Junior or a Senior.**

**2) A student with incomplete course work (indicated by grades of I or E on the transcript) will not be approved.**

**3) One 4999 course may be taken in the major, one in the minor OR two in the Area of Concentration on Professional degrees. Credit in each course will be 3 semester hours unless specific exception is made in the approved proposal.**

**4) Students engaged in honors study may request one 4999 course for the work done in the program by completing the 4999 proposal form, having it approved, and registering in the course. This 4999 is included in the limits outlined in #3 above - NOT in addition to those allowed.**

Name: \_\_\_\_\_ I.D. #: \_\_\_\_\_ Jr \_\_\_\_\_ Sr  
                    Last                      First                      Middle

Major or Area of Concentration: \_\_\_\_\_ Minor \_\_\_\_\_

Department in which course is to be taken: \_\_\_\_\_

Descriptive title of project: \_\_\_\_\_

\_\_\_\_\_ Hours credit: \_\_\_\_\_

Semester/Year during which project is to be done: \_\_\_\_\_

### DESCRIPTION OF PROJECT:

a. Goal, purpose, objective (attach additional page, if needed)

b. Methods or techniques to be used (attach additional page, if needed)

c. Bibliography (books, periodicals, journals, etc. (attach additional page, if needed))

TITLE	AUTHOR
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

d. What will be the nature of your final report? (Paper, digital, film, recital, portfolio, oral report, etc.)

Approval of: (in designated order!)

_____	_____
INSTRUCTOR IN CHARGE OF THE PROJECT	DATE
_____	_____
STUDENT'S FACULTY ADVISOR	DATE
_____	_____
CHAIRMAN OF SPONSORING DEPARTMENT	DATE
_____	_____
DEAN OF SCHOOL OR COLLEGE	DATE

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I. Approved form forwarded to Registrar by Dean's Office: \_\_\_\_\_  
DATE

II. Date received by Registrar: \_\_\_\_\_ In Computer: \_\_\_\_\_ Student Enrolled: \_\_\_