

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 Oklahoma Baptist 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 entered on the student's class schedule.

- 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" (3.0) average.
- 2) A student with Incomplete course work (indicated by grades of "I" on the transcript) will NOT be approved.
- 3) One (1) 4999 course may be taken in the major, one in the minor OR two (2) 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 the Honors Study Program may request one (1) 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: _____ ID#: _____
 LAST FIRST MIDDLE

Student Phone #: _____ Classification: Jr Sr (Circle One)

Major or Area of Concentration: _____ Minor: _____

Department in which course will be taken: _____

Descriptive Title of the Project: _____

Hours Credit: _____ Semester/Year Project to be Taken & Completed: _____

GENERAL DESCRIPTION OF PROJECT

- a. Goal, Purpose, Objective (attach additional pages if needed)

b. Methods or Techniques to be used (attach additional pages if needed)

c. Bibliography: Books, Periodicals, Journals, Etc. (attach additional pages if needed)
List Titles and Authors

d. What will be the nature of your final report? (Paper, Digital, Digital Media, Recital, Portfolio, Oral Report, Etc.)

Approvals Required:

_____	_____	_____
Instructor – Printed Name	Signature	Date
_____	_____	_____
Academic Advisor – Printed Name	Signature	Date
_____	_____	_____
Department Chair – Printed Name	Signature	Date
_____	_____	_____
Dean of School/College – Printed Name	Signature	Date

Date Received in Academic Center: _____ Dated Student Enrolled in Independent Study: _____