



GRADUATE STUDENT INDEPENDENT STUDY FORM

Attached is a request for independent study at the graduate level.

Purpose of independent study: To allow students to engage in research and/or study in a specialty area that is not available through established course offerings.

- Only matriculated students with 3.0 GPA or higher may register for an independent study and should be toward the end of their degree work.
- Students are limited to one independent study.
- Independent studies may not be taken in addition to a full-time (12 credit hour) schedule.
- Independent studies are directed by full-time Nazareth faculty sponsors.
- These studies are independently directed and therefore meeting times and dates must be firmly established with your professor **before** approval will be granted.

Procedure for Independent Study: Independent studies require a great deal of time and effort. The approval process may take up to one month to complete. The independent study proposal, with all signatures, must be completed two weeks **prior** to the beginning of the semester in which the independent study is to be taken.

1. Connect with your program advisor to discuss the possibility of proceeding with the request for independent study.
2. Submit your proposal and obtain necessary approval signatures:
 - a. Faculty Sponsor (faculty grading the study)
 - b. Other approvals based on program residency. For programs in:
 - i. School of Health & Human Services: Program Director or Department Chair
 - ii. College of Arts and Sciences: Department Chair or Associate Dean
 - iii. School of Education: Program Director and Associate Dean
 - iv. School of Business & Leadership: Program Director
3. Upon submission of completed proposal and form with necessary approvals, a course number will be assigned and you will be registered in the independent study.

Student Proposal for Graduate Independent Study

STUDENT INFORMATION

Name _____ ID _____

Email _____ Phone _____

Student Signature Date

INDEPENDENT STUDY INFORMATION

Term Fall Spring Summer A Summer B Year: _____ Credits: _____

Title: _____

Attach an independent study proposal with the following **required** information:

1. Description of Suggested Project
2. General Objectives
3. Specific Objectives
4. Objective #1 Activities/Approaches/References
5. Objective #2 Activities/Approaches/References
6. List of confirmed meetings dates with faculty sponsor and criteria for project evaluation. Note: Evaluation should be done in accord with the standards required for regular graduate courses. See the Graduate Catalog for grading information.

APPROVAL SIGNATURES

ALL programs require:

Faculty Sponsor: _____

Programs in School of Health & Human Services

Program Director or Department Chair: _____

Programs in College of Arts and Sciences

Department Chair or Associate Dean: _____

Programs in School of Education

Program Director: _____

Associate Dean: _____

Programs in School of Business & Leadership:

Program Director: _____

When completed, please submit this original form with supporting paperwork to the Office of the Registrar, registrar@naz.edu.