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Policy Title:  Independent Study

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**Purpose**

Independent Study (IS) allows a student to pursue knowledge and develop skills in an area which has special relevance to their total program but which is not available as a regular course offering.

**Policy**

1. The academic advisor may assist the student in selecting a faculty member with expertise in the area for the IS.

2. The student and the prospective independent study faculty determine that an IS on a particular topic is appropriate.

3. The number of credit hours are designated by the student with help from the IS faculty in advance of the IS.

4. The student is responsible for preparing the course objectives, learning activities, grading system, evaluation plan, and presenting the plan to the IS faculty.

5. The IS faculty member is responsible for determining the congruence of the IS plan with the number of credit hours desired by the student, for monitoring the student's progress, and for evaluating the outcomes.

**Procedure**

1. The student makes an appointment with appropriate faculty to discuss the IS topic/area and to determine the faculty member's availability to serve as IS faculty.

2. The student initiates an Independent Study Form which presents proposed number of credit hours, written objectives, learning activities, grading system, and evaluation plan for approval by the faculty member who will be assisting the student with the IS. The Independent Study Form is available on the Student Affairs Office website.

3. For registration the student will need the following information:  Call Number, Approval Code, and Title (IS:  descriptive phrase of 26 characters or less; for example, IS: Perioperative Oncology Nsg. [Note:  Standard abbreviations are acceptable]), number of credit hours, and IS faculty approval code.

4. The student submits the completed Independent Study form to the Student Affairs Office.

5. The IS faculty member assisting the student will post the grade in MyUTH.