

## **Graduate Independent Study Policy**

Graduate students may earn up to six credit hours of academic credit for independent study in a single degree program unless otherwise specified in the degree requirements. An independent study cannot be offered as a substitute for a course that is being offered in the same semester. To initiate an independent study a student must prepare a proposal to be submitted to a prospective advisor who is a full-time instructor.

Independent studies may take one of several forms that may include but are not limited to an in depth study through readings, independent project, a series of case studies, or a research study. The student's proposal should include a clear statement of purpose, outcomes, number of credit hours sought, and method of study. The advisor will provide a clear statement of how the independent study will be supervised and assessed. Copies of the proposal are to be signed and held by the student, the advising professor, and the Chair of the department in which the independent study occurs. Students will earn a letter grade for each independent study. Entries on the student transcript will be labeled "Independent Study in..."