

INDEPENDENT STUDY (HIED 605V)

Date of Proposal _____

Student's Name: _____ Phone # _____
(Last) (First) (Middle)

Current Address: _____

1. Project to be completed: a. Where? _____ b. When? _____ c. Credits _____
(On or Off Campus) Term/Year (1 Credit = 45 hours)
2. Description or title of project, problem, study area, or competencies to be acquired. _____
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3. What do you expect to accomplish? How? What evidence of accomplishments will you submit?

Use the following headings to outline your proposal on the reverse side of the page.

- | | | |
|---|---|---|
| a. Objectives
(What are you going to learn?) | b. Activities:
(How are you going to learn it?) | c. Evidence:
(How can you demonstrate that you have learned it?) |
| Prioritize as clearly as possible the skills, abilities, or knowledge you will develop. | Spell out, for each skill, ability or knowledge the ways you are going to learn it. | Indicate how you can demonstrate that you accomplished your objectives. |

4. Due dates for reports or interview appointments:(to be determined by Faculty member)

a. _____ b. _____ c. _____

Approved by: _____ Date: _____
HIED 605V Instructor)

GUIDELINES FOR INDEPENDENT STUDY (HIED 605V)

1. Independent Study is self-initiated and self-directed learning. It should be clearly conceived and carefully planned for specific purposes. It may involve many different types of learning experiences. It is **your responsibility** to present a proposal for an Independent Study.

2, If you desire credit for an Independent Study, you should complete the descriptive information requested above (attach other pages as necessary) and secure approval, by signature, of a supervising faculty member **before registering** for HIED 605V.

3 copies: 1 - student; 1 - faculty member; 1 - departmental file.

3. HIED 605V is a means of supplementing or augmenting the course work of a degree program. It is intended to provide a means where you can achieve additional competencies or overcome deficiencies in your career preparation. Therefore, **only under extenuating circumstances will an Independent Study be used for courses offered at the University.**
4. Master's and Educational Specialist degree students may complete up to three hours of Independent Study and doctoral students may enroll for up to six hours. Only three hours of Independent Study can be used toward satisfying the residence requirement for the doctorate.
5. It is anticipated that you will spend a minimum of 45 clock hours of work for each hour of credit received. These hours may include a wide variety of activities including, but not limited to: travel to/from and attendance at conferences and workshops; working through programmed learning materials; preparing for, making and evaluating presentations at professional meetings; conducting research studies and reviews of literature; writing of articles, papers and book chapters; serving as an officer in a state, regional or national organization; or chairing a major task force or committee.
6. Annotated bibliographies, papers, letters (from contact persons) evaluations, notes, or other tangible products, as indicated by the HIED 605V instructor, will be required to receive a grade. Progress reports or interviews may be required by the instructor.
7. You should not request an incomplete for unfinished work except under unusual circumstances. If necessary, to request an Incomplete (I), all requests must be in writing to the HIED 605 instructor at least one week before the end of the term. Note: If a grade is not reported by the end of the 12th week of the next semester that you received the "I", the "I" will automatically be changed to an "F". For you to beat the deadline, you must furnish the instructor with the missing material(s) by the end of the 10th week of classes. (Except in very unusual cases--and unless the instructor has agreed to do so in advance, the grade will remain an "F" grade.)

OUTLINE OF INDEPENDENT STUDY CONTRACT

Objectives:

Activities:

Evidence:

Comments: