Independent Study Contract

Preferred Name / ____________________________________________

Legal Name / if different from preferred name / ____________________________

ID / ____________________________________________________________

MICA Email / ____________________________________________________

Major or Graduate Program / ________________________________________

Academic Level / ☐ junior ☐ senior
☐ post-bacc ☐ graduate

Semester and Year / __________________ MICA Subject / ________________

Credits / ☐ 3.0 ☐ 1.5

Independent Study Description / ______________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

Student Learning Outcomes / _________________________________________

What do you expect to learn?

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

Assessment Measures / _____________________________________________

How will you be assessed?

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

Enrollment Services /

Signature / ___________________________ Date / ________________

Submit completed forms to Enrollment Services, Bunting Center, 2nd floor.

Incomplete forms will not be approved or processed.

Junior or Senior class standing students are eligible; Sophomores with approval of department chair may be eligible.

The description should be determined collaboratively by the supervising faculty and students must include: detailed list of work, meeting times, and resources, such as readings or tutorials.

Please attach any additional supporting documents.
Independent Study Acknowledgement

Description & Requirements
The purpose of Independent Study is to provide for intensive study in an area of special interest with appropriate faculty. Supervising faculty members guide, evaluate, and grade students on their work. The same quality of work and time invested in traditional class settings is expected of students in Independent Study courses.

• Each credit represents 45 hours of learning. Contact with the instructor and homework will vary depending on subject matter and number of credits (1.5 credits = 67.5 hrs of learning; 3 credits = 135 hours of learning).

• An Independent Study is a course and is therefore subject to the Add/Drop/Withdraw policy.

• Instructors must submit a final grade by the due date published in the Academic Calendar.

• An Independent Study may NOT be used to replace a regularly scheduled class or to give credit to an undergraduate teaching assistant. Normally, independent studies should only be used when no equivalent course exists at MICA.

Undergraduate Student Eligibility Requirements
• Junior or Senior class standing; Sophomores with approval of department chair may be eligible.

• Earned minimum 3.0 cumulative GPA is required.

Graduate Student Eligibility Requirements
• Graduate students cannot be on academic probation and need to seek the approval of their program Director.

I have read the policy for Independent Study. I understand the requirements for receiving credit and agree to abide by the rules set forth by this contract.

Student Signature / ___________________________ Date / __________

Authorized Signatures /

Supervising Faculty Name / __________________________

Signature / ___________________________ Date / __________

Major Department Chairperson or Grad Director Name / 

Signature / ___________________________ Date / __________