



Independent Study

Undergraduate and Graduate

Identification

This form must be computer printed. Hand written forms will be returned to students unprocessed. Complete the identification section, read over the instructions, fill out the relevant portions of the student section of this form and turn in at the Computer Science office (GOL, 3005).

| | |
|--------------------------|-------|
| _____ | _____ |
| Student Name | Date |
| _____ | _____ |
| Major (VCSG, VCSK, etc.) | Phone |
| _____ | _____ |
| UID Number | Email |

Instructions

Students have a limited opportunity to obtain credit for independent study and to use that credit to meet degree requirements. Generally, independent study projects represent work that is different from, or an extension of, existing course offerings. Consult the appropriate Computer Science Handbook for additional important information.

Before registering for independent study, you must obtain a faculty sponsor who will agree to monitor and evaluate your work. You and your faculty sponsor should decide:

- What will you do?
- How will your work be evaluated?
- What deliverables, including a report, must be submitted?
- How will a grade be determined?
- How much credit will be awarded?

Note: Faculty are not required to sponsor independent study projects. Students are strongly advised to file this form by the middle of the first week of classes in order to obtain all required signatures.

Either the student, the faculty sponsor, or both individuals should complete parts 1, 2, and 3 in the student section. Students should read part 4 and discuss specific expectations with their faculty sponsor. The student and faculty sponsor complete part 5 and then the student brings the form to the Computer Science office. Once the necessary approvals are obtained in part 6, the student will be registered for 4003-599 (undergraduate) or 4005-898 (graduate).

Student Section

1. _____
Title of Independent Study

2. Description of what the student plans to do, and an explanation of how this work is different from, or an extension of, existing course offerings.

3. Description of how the student's work will be evaluated, how regularly the student and faculty sponsor expect to meet, and an estimate of the total number of hours the student expects to spend on the work.

4. A student submits a report to their faculty sponsor, containing content and adhering to format guidelines, as agreed upon at the start of the independent study. In addition, the report must include a section that lists the actual number of hours spent on major tasks and an explanation if the total number of hours differs from the initial estimate. Once a faculty sponsor agrees to accept the report, he or she will assign a grade, attach the grade to a copy of the report, and turn the graded copy into the Computer Science office. A grade of "I" will be assigned if no report is submitted.

5. _____
Student Signature

Faculty Sponsor (printed name or signature)

Specify Credit Hours and Quarter(s)

Course Level (Undergraduate or Graduate)

For Undergraduate Students Only:

Is this meant to be used as a CS Related Elective?

Yes No

If yes, what course(s) do you consider this work related to?

6. _____
Undergraduate or Graduate Program Coordinator (Signature) Date

CS Department Chairperson (Signature) Date