

INDEPENDENT STUDY REGISTRATION FORM for UNDERGRADUATE STUDENTS

Please Print:

Name (last, first, middle): _____

Hamline ID: _____

Hamline Email: _____

Phone: _____

- An Independent Study project is designed by the student to pursue an area of study not covered by the established undergraduate curriculum, as listed in the Undergraduate Bulletin course descriptions. Please refer to the section on Independent Study in the Undergraduate Bulletin for further information. (*Note: Use an Individual Study form to register for a regularly offered course being taken outside of its usual classroom format.*)
- Independent Studies are graded on the A-F scale; pass/no pass is not available.
- Return completed form to Student Administrative Services (East Hall 113) by the last day to add a class for the term.

Please register me for: Fall Winter Spring Summer Year: _____
 Part or all of this Independent Study will take place abroad

Subject Code*	Course Number	Credit Value**	Project Title
	<input type="checkbox"/> 1970 – Introductory <input type="checkbox"/> 3970 – Intermediate <input type="checkbox"/> 5970 – Advanced		

*The subject code should match the department or program area associated with the project and must be approved by the department chair below. Alternatively, the project may be designated as interdisciplinary, INTD.

**Although there is substantial flexibility in the content and learning processes of Independent Studies, faculty expect that for 4.0 semester credits, students will commit 80-120 hours to the project.

Student Signature: _____

Date: _____

Attach typed responses to the following items:

- A. PROJECT DESCRIPTION AND PURPOSE – Describe the project with a brief outline. Be as specific as possible. List the questions you are proposing to investigate. Identify and state the goals you hope to achieve.
- B. METHODOLOGY – How do you intend to investigate and organize your questions? What will the research involve? What are the steps you will follow to achieve your goal? Include a time line and a bibliography in standard bibliographic form.
- C. PROJECT OUTCOME – What specifically will you produce (a paper, presentation, recital, or some other effort) at the conclusion of the study? On what criteria will it be graded?

Project Approvals *I have read and agreed upon this project with the student.*

Instructor (required)

Printed Name: _____

Signature: _____

Date: _____

 I approve this as a course within the department.

Department Chair

Printed Name: _____

Signature: _____

Date: _____

If you will be conducting any or all of this Independent Study abroad, you must meet with the Global Engagement Center prior to submitting this form.

GEC Official's Signature: _____

Date: _____

Hamline Plan

LEAP - Independent Study experiences may be used to fulfill the Hamline Plan LEAP requirement. If you are interested in earning LEAP credit for this experience, please download the Independent LEAP Agreement form (available at www.hamline.edu/registrar/forms) and work with your faculty supervisor to complete and submit it to the Undergraduate Curriculum Committee.

A **Hamline Plan Writing Intensive** requirement may be met through independent study. The learning outcomes for the W may be accessed through the UCC website: <http://www.hamline.edu/committees/undergraduate-curriculum/>

As the faculty member responsible for this independent study, I agree that this learning experience will affirm and satisfy the learning outcomes for a writing intensive course. I will collect and archive artifacts that demonstrate these learning outcomes.

Instructor Signature: _____

Date: _____