

INDEPENDENT STUDY PROPOSAL FORM

The Independent Study is a course initiated by the student, and intended for students who wish to engage specific faculty-guided and supervised projects, research, scholarship, or creative activities.

- x Departments and programs that have an Independent Study proposal form may model it on this approved template. It is to be completed when the student enrolls in the course or at the beginning of the term.
- x Students must complete this form and obtain signatures of approval BEFORE registering for an Independent Study. Course numbers 497 and 697 are allowed to be used depending on the student's career (undergraduate or graduate) and the rigor of the work.
- x Return the form to the main office of the academic unit administering the Independent Study. This form is for the academic unit's records and is used to establish the criteria of the Independent Study.
- x Some academic departments may register a student for this class. If not, students must complete an Enrollment Add/Drop Request Form and submit it to the Office of the Registrar.
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REQUIRED SIGNATURES:

STUDENT

DATE

FACULTY

DATE

ACADEMIC UNIT CHAIR/DIRECTOR

DATE

Additional Information and Procedures for Independent Study

1. Determination of credit : The University and Board of Regents require a minimum of 45 hours of course work for each unit of credit awarded. See policy [100814](#) for details.
2. The number of credits of Independent Study must lie within the approved credit range listed in the catalog course description.
3. The content of an Independent Study course

Availability of the form in the Academic catalog:

1. The form will be added as link on the secondary pages of the academic catalog:
<https://policy.nau.edu/policy/policy.aspx?num=100223>

497 Independent Study	Individualized approach to selected topics by guided reading and critical evaluation. Base Fall or letter grade. May be repeated for up to 6 units of credit.
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+ Independent Study Proposal Form and Procedures

2. A link to the form will also be provided on each 497/697 course description. This will allow for consistent application at the course level: