

8. Describe in as much detail as you presently can how you will carry out your project. Include resources, both on-campus and elsewhere, to be used. (Use an additional sheet if necessary.)

9. For what other courses do you plan to register while engaged in your Independent Study project?

Dept. & Course Number	Title	Hours of Credit

10. Give your reasons for wishing to undertake such a project and state how it relates to your overall program.

Signature of Applicant _____

Date _____

PART 2: To be completed by the faculty supervisor

11. Describe the following:

-any guidance or supervision you will provide to the student for this project

- how frequently you will meet with the student throughout the semester

- how long, on average, those meetings will be

-how many hours of work per week the student will devote to the project

(If the project will not continue through the entire semester, how many hours all told will the student be expected to put in on the project.)*

12. The evaluation for credit will be based on (written examination, final report, oral report, or other):

13. Can College resources (library holdings, laboratory equipment, computers, software) and current staff adequately support this course? ()YES ()NO If not, what additional resources or staffing are needed? _____ . If this course requires an adjunct instructor, appropriate arrangements must be made with the DOC before the beginning of the course. Have you spoken with the appropriate departments and offices about obtaining any required additional resources or staff positions? ()YES ()NO If yes, please explain: _____

Faculty Supervisor: I have discussed this project with the student and agree to direct it.

Name _____ Signature _____ Date _____

PART 3: Approvals

14. **Chair of the Department** in which Independent Study is to be taken: the above Independent Study project has my approval.

Name _____ Signature _____ Date _____

15. **Faculty Advisor:** I approve of the addition of these hours to the student's program, and if the student is taking the course on a P/F basis, I have checked to see that the student has not elected to take any other course on that basis.

Name _____ Signature _____ Date _____

Part 4: Curriculum Committee Review

Approved by the Curriculum Committee

Name _____ Signature _____ Date _____

Approved by the Dean of the College

Name _____ Signature _____ Date _____

***Some guidance on question #11 above:** In general, it is expected that students at Randolph College put in two hours of work outside of class for every hour in class (i.e., every semester hour). As a general rule, that would suggest that each semester hour of credit should entail about 3 hours of student work per week. (This may include the meeting times with the professor.) Obviously, this is only approximate, and disciplines may differ in the way they organize and supervise student endeavors. The question on work time is intended to encourage supervising faculty to make sure that independent study credits represent roughly the same amount of work as other credits at the college.