



Office of Academic Affairs Request for Independent Study

Independent Study is a “contract” between a student and a full-time faculty member. Independent Study is approved at the discretion of the professor, the professor’s Chairperson, and the Vice President of Academic Affairs. Independent study requires as much academic rigor as a classroom course, and is not the normal mode of education at Labouré College. *Tuition for an independent study is the same as for the class.*

Guidelines for Taking an Independent Study Course

- All Independent Study proposals must be initiated, approved, and processed prior to the beginning of the academic term. This process should be started at least two weeks prior to the beginning of a term, to allow for adequate time for student and professor meeting and to obtain the appropriate signatures:
 1. Student needs to meet and discuss with professor;
 2. Professor and student must agree, in writing, on the work and assignments to be completed;
 3. The professor’s Chairperson must sign the agreed-upon request; and
 4. The completed form must be submitted to the Office of Academic Affairs before the first day of class in a semester.
 - Normally, an Independent Study is requested when a student wishes to explore subject matter not in the College’s curriculum. In this case, the student works with a professor whose expertise is aligned with this subject matter. An Independent Study may also be granted when a course has not run for three or more semesters; when it conflicts with another required course, and/or when the course is needed for completing the program of study that semester.
 - A student with a grade point average of 3.0, or higher may request Independent Study opportunities.
 - Independent Study must be completed and graded in the semester of registration.
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Name: _____ **Student ID:** _____ **Application Date:** _____

Program: _____

Semester for Independent Study: Fall ___ Spring ___ Summer ___

Independent Study in: (check one)

ENG1010, English Composition
ENG2050, World Literature
ENG2060, American Literature
ETH3210, Ethical Domains and Dilemmas

PHI1010, Ethics
PSY1010, Introductory Psychology
PSY2010, Human Growth and Behavior
RES1010, Research Skills

SSC1050, Fund. of Health Care Delivery
THE2050, Religions of the World
THE2070, Christianity
THE2090, Dying in the Human Life Cycle

Student Developed Independent Study, Number of Credits _____

Statement of Purpose (Why you require and qualify for an Independent Study)

Faculty Approval:

Signature: _____ Date: _____

Chairperson Approval:

Signature: _____ Date: _____

Vice President of Academic Affairs Approval:

Signature: _____ Date: _____