

INDEPENDENT STUDY GUIDELINES AND PROCEDURES

1. The following approval signatures must be obtained by the student:
 - a. Undergraduate students pursuing **Independent Study** must obtain the approval of a faculty sponsor, the major department chairperson and the major College Dean.
 - b. Graduate students pursuing **Independent Study** must obtain the approval of a faculty sponsor, the graduate program director and their College Dean.
2. A written proposal must be submitted with the application for **Independent Study**. Defining the **Independent Study** is the student's responsibility. The proposal should include:
 - a. A description of the study and a statement of objectives, including the nature and extent of the work to be pursued.
 - b. The manner or procedure including the method of evaluation.
 - c. Credits to be earned with this proposal.
 - d. Schedule for the completion of reports, papers and projects.

3. **Independent Study** will only be approved for investigations into areas of study that do not duplicate the University's curriculum. **Independent Study** is open only to those students who have 54 or more credits.

The maximum for undergraduate degree credit in **Independent Study** at UMass Dartmouth is twelve (12) credits.

The student is responsible for ascertaining whether the proposed study fulfills degree requirements.

4. **Independent Study** credits will show the designation of the department in which the study is taken. The title of the topic undertaken will be displayed on the student's record.