UNIVERSITY OF MASSACHUSETTS DARTMOUTH
Office of University Records

INDEPENDENT STUDY – DAY SCHOOL

Name: ________________________________
First Middle Last

Address: ________________________________
Street City/Town State Zip Phone

__________________________
Social Security Number Total Credits Earned Year of Graduation Major

TITLE OF INDEPENDENT STUDY ________________________________

DEPARTMENT IN WHICH CREDIT WILL BE EARNED ________________________________

SEMESTER/TERM FOR PROPOSED STUDY ________________________________

FACULTY SPONSOR ________________________________

ATTACH A DESCRIPTION OF THE COURSE OF STUDY. SEE REVERSE SIDE FOR PROCEDURES.

PROPOSED NUMBER OF GRADUATE_________ OR UNDERGRADUATE_________ CREDITS

CREDITS PREVIOUSLY EARNED IN INDEPENDENT STUDY _________ (MAXIMUM 12 CREDITS)

I HAVE READ THE GUIDELINES (OTHER SIDE) AND UNDERSTAND THE CONDITIONS SET THEREIN:

__________________________
APPLICANT’S SIGNATURE ________________________________ DATE

APPROVAL: 1. ________________________________
Faculty Sponsor ________________________________ Date

2. ________________________________
Department Chairperson of Student’s Major, or Program Director ________________________________ Date

3. ________________________________
Dean of the Student’s College ________________________________ Date

(NOTE: REGISTRATION MAY TAKE PLACE ONLY WITH SUBMISSION OF THIS COMPLETED AND FULLY APPROVED APPLICATION TO: REGISTRAR’S OFFICE, FOSTER ADMINISTRATION BUILDING.)

REGISTRAR’S USE ONLY: COURSE NUMBER______________ SECTION NUMBER____

ENTERED BY: ________________________________ DATE__________________
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.