

College of the Atlantic

Proposal for Independent Study

Last Name: _____ First Name: _____ Term: _____
Please Print Please Print

Title: _____
Please Print Please Limit to 60 Characters

The guidelines and eligibility requirements for enrollment in an Independent Study are found in the current *College of the Atlantic Course Catalog*.

Attach the typed text of your proposal to this cover sheet, secure all signatures, and file with the Registrar's Office by the end of the Add/Drop period for that term. It is important that you register for an independent study as you would for any course.

A proposal for independent study will be considered **approved** when all the signatures on this form are complete and the proposal narrative is filed with the Registrar's Office. A signed proposal constitutes an agreement between a student and a study director of work to be undertaken to earn one College of the Atlantic (COA) credit. The student and the study director may negotiate changes in this plan as the term progresses.

All proposals must document 150 academically engaged hours (per credit). Therefore time logs must be kept and will be reviewed (mid-term, and at the termination of the project) by the project director. Academically engaged time includes such activities as: attendance at individual meetings with the director, completion of reading assignments, dialogue sessions, studio work, laboratory time, problem sets, library research, field log, and the synthesis of this scholarly work, studio work, laboratory and/or field research through short essays, problem sets, writing assignments, reading responses and the creation of and/or reporting on a final project research paper, creative work, reportage of findings.

In form and content, a proposal consists of: purpose and goals for learning; methodology; bibliographic and other resources; timetable; background/current level of competence; anticipated level of competence at end of study; final product; criteria for evaluation: how new skill/knowledge will be measured; and documentation of academically engaged hours.

Signatures

Student: _____
Signature Date

Study Director*: _____
Print Name Signature

Study Co-Director: _____
Print Name Signature

Advisor: _____
Print Name Signature

Academic Probation Officer: _____
Print Name Signature

**If the Study Director is not a member of the regular full- or part-time COA teaching faculty:*

1. Attach credentials/resume, including full mailing address, e-mail address, and telephone number.
2. Signature of the faculty sponsor below, endorsing the qualifications of the non-COA Study Director.

Faculty Sponsor: _____
Print Name Signature Date