

## GENDER AND WOMEN'S STUDIES INDEPENDENT STUDY CONTRACT

Gender and Women's Studies majors, minors and graduate students may develop contracts for Independent Study with GWS core or affiliated faculty members to develop course work that is either not available through regular courses or is based on their independent research.

This form is for department records and is used to assign a grade at the end of the semester. You must also complete a Change of Schedule form and submit it to the Gender and Women's Studies department Academic Coordinator to be officially enrolled.

**Reminder: The last day to register for courses without a \$250 late charge in the Fall/Spring Semesters is the 21<sup>st</sup> day after the first day of classes; for Winter/Summer Sessions (to avoid a \$50 late charge) register by the last day to drop with deletion from the record.**

Student Name \_\_\_\_\_ Student ID # \_\_\_\_\_

Student Phone # \_\_\_\_\_ Student E-mail \_\_\_\_\_

Instructor's Name: _____ Semester & Year: _____
Number of Units: _____ Course Number (circle one): 299 299H 399 399H 499 499H 599 699 799
Section Number: _____ Other _____
<i>(See back for list of section numbers)</i>
Estimated hours per week Student will spend on project _____
Estimated Project Advisor/Student contact hours per week _____
<i>Note: The University and Board of Regents have set a standard of 45 hours of course work for each unit of credit awarded.</i>

Independent Study Title \_\_\_\_\_

On a separate sheet of paper, fully describe the nature of the course work that the directing faculty member and student have agreed will constitute the Independent Study. This should include texts to be read, research required, any assignments or exams, and the basis for grading. Like a syllabus, this constitutes a contract between the faculty member and student and should be as detailed as possible to assure that both understand the expectations to which they are agreeing. For GWS 399-699, explain how this content is different from courses already in the course catalog.

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Faculty Supervisor Signature Date

\_\_\_\_\_  
Dir. of Graduate or Undergraduate Studies Date

(Distribution: Original & 1 copy--Academic Coordinator; Copies--Faculty Supervisor & Student)

## GUIDELINES FOR INDEPENDENT STUDY

To register for Independent Study units, students must have the faculty member who will be directing their work sign this form and fill in their own independent study section number. Contracts must also be approved by the Director of either the Undergraduate or Graduate Program, as appropriate, before the class will be added to the student's schedule.

### STEPS:

1. Find faculty member whose research is closest to student's research interests.
2. Meet with faculty member to discuss possibility of working together.
3. If faculty member agrees, compose detailed course contract/syllabus together.
4. Get all necessary signatures & copies.
5. Submit **Contract & Change of Schedule** to Academic Coordinator to add units to schedule.

Independent Study: 299, 399, 499, 599, 699, 799\* (Credit varies)

Grades Available: S, P, F alternative grades. S, P, F grades are NOT included in the GPA.

Honors Independent Study: 299H, 399H, 499H (Credit varies)

Grades Available: A, B, C, D, E, I, W

\*Graduate students doing independent work that cannot be classified as actual research will register for credit under course numbers 599, 699 or 799.

- Determination of Credit: The University and Board of Regents require a minimum of 45 hours of course work for each unit of credit awarded.
- The student should have a specific proposal in mind when requesting Independent Study.
- The content of an Independent Study course must not significantly duplicate material offered in a regularly scheduled course in the department in the current semester, except with the College Dean's approval.
- In the case that a grade of Incomplete is awarded in an Independent Study course, and the Project Advisor is no longer available, another Project Advisor must be identified who agrees to evaluate the student's work.

<b>Instructor Name:</b>	<b>Section #:</b>
Croissant, Jennifer	011
Luibheid, Eithne	013
Carter, Derrais	015
Gomez, Reid	016
Soto, Sandra	017
Alarcon, Wanda	018
Simmons, William	020
Perez, Emma	021
Klotz, Marcia	023
Stevens, Sally	024
John, Kelsey	027
Berry, Michelle	028
Troutman, Stephanie	029