**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 21st 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 __________________

Estimated hours per week Student will spend on project ___________

Estimated Project Advisor/Student contact hours per week ___________

*Note: The University and Board of Regents have set a standard of 45 hours of course work for each unit of credit awarded.*

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)

January 2022
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.

Instructor Name: Section #:
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

January 2022