

GRADUATE BUSINESS PROGRAMS – INDEPENDENT STUDY FORM

Name: _____ Banner ID#: _____

Email: _____ Day Phone#: _____

1. A student who wishes to register for an independent study course must first prepare a course proposal in consultation with a faculty member that will serve as the instructor for the course. It should include the following information:

- A brief description of the course and its objectives
- A topical outline and list of reading assignments or bibliography
- A statement giving the course requirements and norms by which performance will be evaluated

2. After the above-mentioned information is submitted to the Graduate Business Programs office, it will be reviewed by the department chair, associate dean, and assistant director.

3. A student may not complete more than six credit hours in independent study coursework.

I am requesting to complete an independent study course.

Title of the course: _____

Number of credit hours: _____

Course objectives: _____

Bibliography: _____

Course Requirements: _____

Please attach a separate document outlining your bibliography and course requirements.

Additional information:

Signature

Date

FOR OFFICE USE ONLY

Approval Yes No _____
Suzy Hartmann

Date

Approval Yes No _____
Department Chair

Date

Approval Yes No _____
Dr. Mark Arnold

Date

Comments: