APPLICATION FOR INDEPENDENT STUDY

Independent Study for credit may be done under the following circumstances:

- A minimum average of 3.3 is required.
- Academic credit will be granted only for a valid academic experience, which normally must include a reading list and a substantial written assignment.
- The student must work under the supervision of a faculty sponsor. For work done outside the College, an immediate supervision, in addition to the faculty sponsor, may be required.
- Independent Study may be done during the summer. There is a $200 fee for summer work.
- Students may take no more than one Independent Study course per semester and no more than three courses throughout one’s undergraduate career. Under normal circumstances only 1 or 2 credits are permitted for an Independent Study project done during the school year.

Procedure:
1. Student completes Part I and submits form to faculty sponsor.
2. During the first two weeks of the semester in which the student plans to do the work, the student must submit this form, signed by the faculty sponsor, and a copy of the student's transcript to the Office of the Dean.
3. The Dean considers each application and must approve it before work begins. The student will receive notification of approval or denial.
4. Independent Study is listed on the student’s record as “(Subject) 4901.” A second term is “(Subject) 4902.”
5. Independent Study is graded on a P/N basis. It is not applicable toward the major unless special permission is granted by the department.

I. TO BE FILLED OUT BY THE STUDENT

Student's name: ___________________________ YU I.D. # ___________________________

Mailing address: ___________________________ (If Dormitory, Building & Room)

Phone: ___________________________ Email: ___________________________

Independent study to be done in: ☐ Fall ☐ Spring ☐ Summer 20___ Expected date of graduation: ☐ Jan. ☐ May ☐ Sep. 20___

School in which credit is requested: ☐ IBC ☐ JSS ☐ MYP ☐ RIETS ☐ SBMP ☐ SCW ☐ SSSB ☐ YC

Major(s): ___________________________ Total credits to date (including those in progress): ___________

Subject (dept. in which work will be done): ___________________________

Credits to date in this subject: ___________

Faculty sponsor: ___________________________ Faculty sponsor’s email: ___________________________

If not at Yeshiva University, name and location of institution where work will be done: ___________________________

Name and position of the immediate supervisor at that location: ___________________________

Student's signature: ___________________________ Date: ___________________________

Student submits form to the faculty sponsor
II. TO BE FILLED OUT BY THE FACULTY SPONSOR

a. Sources to be used, reading requirements (bibliography attached):

b. Written assignments:

c. Evaluation requirements (examinations, term papers):

d. Nature of direct supervision (e.g. total number of hours of meeting with student):

   Number of credits recommended

e. for this work:

f. This work ☐ may ☐ may not count toward the major

   Faculty sponsor's signature: ___________________________ Date: ____________________

   If applicable: Supervisor's signature: ___________________________ Date: ____________________

   Faculty returns form to student to submit to the Dean.

III. ACTION BY DEAN OF SCHOOL

☐ Approved ☐ Denied  Comments: ___________________________ Date: ____________________

   Dean's signature: ___________________________ Date: ____________________

   Dean submits form to the Registrar.

IV. OFFICE OF THE REGISTRAR

Comments: ___________________________ Date: ____________________

   Registrar's signature: ___________________________ Date: ____________________

☐ Student is registered for the course indicated above: CRN ______________

   Processed by: ___________________________ Date: ____________________