Application for Independent Study – Syms School of Business

An Independent Study (4901/4902) is a course taken with faculty supervision for knowledge enhancement beyond the courses offered in a particular area of interest. It is an academic research-based project and serves as a complement to carefully designed programs of study.

Independent Study coursework is detailed in a mutually agreed-upon contract between a faculty member and a student. It can provide students with a unique opportunity to work on carefully selected projects under the direct tutelage of faculty members with a shared interest. Sponsorship is done at the discretion of the faculty.

Students considering pursuing an Independent Study should prepare during the semester preceding the one in which they plan to register for this course. Given that this is an advanced course, students should expect to spend more time on the Independent Study than he/she would spend for a regular in-class course. A course offered as part of the curriculum may not be taken as an Independent Study.

Requirement / Guidelines & Procedures

A. Students must have a minimum of 3.3 cumulative GPA and senior standing in order to be eligible for an Independent Study.  

B. An Independent Study may count as an elective for a Syms School of Business major.

C. A course offered as part of the curriculum may not be taken as Independent Study.

D. An Independent Study must be completed under the supervision of a faculty sponsor who is a full time faculty member at the assistant professor level or above in the Syms School of Business.

E. Students may take no more than one Independent Study course per semester and no more than two courses toward their degree.

F. Students earn three (3) credits for each Independent Study. The intellectual load is equivalent to an advanced, three (3) credit course, as determined by the faculty.

G. Students earn a letter grade for an Independent Study.

H. Faculty members are limited to supervise one Independent Study per semester.

I. Independent Studies require the completion of a written application form which must be approved and signed by: 1) the Faculty Sponsor, 2) the Area Head of the relevant department, 3) the Associate Dean for Undergraduate Programs, before a student can register for this course. Students must attach a recent transcript to the application form.

J. An Independent Study can be taken in the fall, spring and/or summer semesters. Regular tuition will be charged for the Syms Independent Study.

1 A student’s GPA will be reviewed during the semester in which they apply and again just prior to the semester for which they are registered for Independent Study. If a student’s GPA falls below the minimum standard (3.3), they will be required to withdraw from the Independent Study.

2 Before registering, Stern and Yeshiva College students should consult with their academic advisors concerning how and if these credits will count toward their respective programs. Decisions regarding how these courses may be counted toward any requirement are solely at the discretion of the college.

3 Faculty who are not full time may be granted special permission to supervise an Independent Study by the relevant SYMS Area Head.
I. TO BE FILLED OUT BY THE STUDENT

Please attach your current transcript to this application form.

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

Mailing address: ___________________________ STARTS WITH # 800 or 999

(If Dormitory, Building & Room)

Phone: ___________________________ Email: ___________________________

Independent study to be done in: ☐ Fall ☐ Spring ☐ Summer 20____

School Attending: ☐ SYMS ☐ YC ☐ SCW ☐ Jewish Studies Program: ☐ SC ☐ MYP ☐ BMP ☐ IBC ☐ JSS

Current class: ☐ Lower Senior ☐ Upper Senior Expected date of graduation: ☐ Jan ☐ May ☐ Sep 20____

Total credits to date (excluding those in progress): ____________

Major(s): ___________________________ Minor(s): ___________________________

Independent Study will be used for Major or Minor ☐ Yes ☐ No

Independent Study Field (ACC, IDS, FIN, MAN, MKT) ____________

This is my (pick one) ☐ 1st ☐ 2nd registration for an Independent Study.

Faculty sponsor: ___________________________ Faculty sponsor’s email: ___________________________

Student’s signature: ___________________________ Date: ___________________________

II. TO BE FILLED OUT BY THE STUDENT IN CONSULTATION WITH THE FACULTY SPONSOR

A. Course / Project overview:

________________________________________________________________________

________________________________________________________________________

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

________________________________________________________________________

________________________________________________________________________

C. Written assignments:

________________________________________________________________________

________________________________________________________________________

D. Evaluation requirements (examinations, term papers):

________________________________________________________________________

________________________________________________________________________

D. Nature of direct supervision (e.g. total number of hours of meeting with student and weekly schedule):

________________________________________________________________________

________________________________________________________________________

Faculty sponsor’s signature: ___________________________ Date: ___________________________

III. ACTION BY AREA HEAD

☐ Approved ☐ Denied Comments: ___________________________

Signature: ___________________________ Date: ___________________________

IV. ACTION BY ASSOCIATE DEAN FOR UNDERGRADUATE PROGRAMS

☐ Approved ☐ Denied Comments: ___________________________

Dean’s signature: ___________________________ Date: ___________________________

V. OFFICE OF THE REGISTRAR

Registrar’s signature: ___________________________ Date: ___________________________

☐ Student is registered for the course indicated above: CRN _________ Processed by: ___________ Date: ___________