APPLICATION FOR INDEPENDENT STUDY

Independent Study for credit may be done under the following circumstances:
- A minimum average of 2.5 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, 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: __________________________

Dean’s signature: __________________________ Date: ______________

Dean submits form to the Registrar.

IV. OFFICE OF THE REGISTRAR

Comments: __________________________

Registrar’s signature: __________________________ Date: ______________

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

Processed by: __________________________ Date: ______________