

POLICY FOR INDEPENDENT STUDY IN THE DEPARTMENT OF ENGLISH

The Department of English offers the opportunity for Independent Study in any of its disciplines (creative writing, literary and cultural studies, linguistics, and technical and scientific communication). Such study may be conducted for one, two, or three semester credit hours. The course number is dependent on the level of study: 177, first-year; 277, sophomore; 377, junior; 477, senior; 480, senior Departmental Honors (three credits only per semester). University policy restricts Independent Study to five credit hours total per semester, ten per year.

Any student in the University is eligible to submit a proposal. However, no student may pursue more than one Independent Study in English per semester. No instructor may sponsor more than one student per semester, except in group projects.

Independent Study is not intended to be a mechanism for remedying a deficiency in credit hours nor a device for bringing a schedule up to the minimum credit-hour load required by the University. Accordingly, the following rules will be enforced by the Associate Chair for Undergraduate Studies in approving all proposals:

- the proposed study must not duplicate any course available to the student;
- the proposal must present a convincing rationale for the intended project;
- the proposal must provide evidence of a genuine desire to work independently;
- the proposed study may not normally be used to meet a requirement in any of the Department's majors or minors.

The proposal must be submitted *in triplicate* to the Associate Chair, along with a Registrar's Independent Study Permit form completely filled out and signed by the Faculty Sponsor. Proposals should be submitted by the fourteenth week of the preceding semester, but they may be accepted later at the discretion of the Associate Chair. Upon acceptance, the original proposal will be returned to the student; the copies will be retained by the Faculty Sponsor and by the Associate Chair.

Note: finding an instructor willing to mentor an independent study is always the *student's* responsibility.

The proposal form is available at www.units.muohio.edu/english/Undergraduate/Independent_Study or from the receptionist in 356 Bachelor Hall. The Registrar's Independent Study Permit is available from the receptionist or from the Registrar's office in the Campus Avenue Building.

For more information, if needed, consult the Associate Chair for Undergraduate Studies in 356H Bachelor.