

**ARTS & SCIENCES ADVISING SERVICES      INDEPENDENT STUDY CHECKLIST**

PLEASE READ THE FOLLOWING INFORMATION BEFORE COMPLETING THIS FORM.

- The maximum number of hours which can be completed via independent study is thirty (30).
- The maximum number of independent study hours which can be completed in the last thirty hours of study is six (6).
- No more than a quarter (1/4) of one's major hours may be taken via independent study.

Name \_\_\_\_\_ Student ID Number \_\_\_\_\_

Phone Number \_\_\_\_\_ E-Mail: \_\_\_\_\_

GPA \_\_\_\_\_ Number of hours completed \_\_\_\_\_ Major \_\_\_\_\_

Catalog Year \_\_\_\_\_

Are you a transfer student? Yes \_\_\_\_\_ No \_\_\_\_\_ How many hours have you transferred? \_\_\_\_\_

Are you currently on academic review? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you currently enrolled in a correspondence course? Yes \_\_\_\_\_ No \_\_\_\_\_

Please list course(s) \_\_\_\_\_

How many hours of correspondence work have you completed prior to this term? \_\_\_\_\_

Who is your advisor? \_\_\_\_\_ When did you last meet with him/her? \_\_\_\_\_

What independent study course(s) will you be taking? \_\_\_\_\_

Please explain your reasons for taking the course(s) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Will you be working at the time you will be taking the correspondence course? Yes \_\_\_\_\_ No \_\_\_\_\_

How many hours per week? \_\_\_\_\_

How many hours will you be enrolled in at the time you will be taking the Correspondence course? \_\_\_\_\_

**OFFICE USE ONLY**

Decision: Granted \_\_\_\_\_ Denied \_\_\_\_\_ Other \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_ Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Is this form complete? \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_