

Independent Study Request for __Fall or __Spring Semester

Student Section

_____ (please print name)

_____ Class

_____ Williams ID

_____ Subject

_____ Title of Proposed Study

All petitions should be submitted at the time of registration but must be submitted by the end of drop/add of the semester in which the course is taken. When preregistering for independent study, also register for the course on PeopleSoft/Student Records. If adding during drop/add, this signed form constitutes permission of the instructor and the course will be added to your schedule.

Is this proposal for a group independent study? _____

Is this your only independent study this semester? _____ How many others have you already taken at Williams? _____

If there are costs for this project not covered by the sponsor or department, how will they be covered?

Please complete the other side of this form before submitting it to the Registrar's Office

Faculty Sponsor Section (see student's proposed course description on reverse side and/or attached page)

Please describe the intellectual merits of the project and why you believe the student is qualified to undertake it.

Why can't this project be completed within the confines of a regularly offered course?

How will you evaluate your student's performance during the Independent Study?

Beyond evaluation, what will be your involvement in the project? What is your estimate of weekly contact hours with the student?

Indicate your level of recommendation based on the quality of the proposal and/or your knowledge of the student's ability:

_____ STRONGLY RECOMMEND _____ RECOMMEND _____ RECOMMEND WITH RESERVATION

Signatures/Authorization Section

_____ Faculty Sponsor (please print)

_____ Faculty Sponsor Signature

_____ Date

_____ Dept/Program Chair (please print)

_____ Dept/Program Chair Signature

_____ Date

(over, please)

(over, please)

(over, please)

(over, please)

Complete this section of your proposal before requesting faculty signatures

In about 500 words, describe your independent study and how you intend to complete it. Include your motivation for pursuing the project and why it cannot be done within the framework of a regularly offered course. Describe in some detail what you intend to produce over the course of the independent study, e.g., a paper(s), a performance(s), etc. Provide an estimate of your weekly working hours and weekly contact hours with your faculty supervisor during the course of the semester project. Use additional paper if needed.

On separate paper, provide a week-by-week plan for your project, a reading/research list and, if relevant, a description of the methodology and sources you will use for your work. If the project includes being away from campus for any part of the semester, explain fully.

Student Signature

Date

Submit completed form to Registrar's Office, Hopkins Hall