

### **Application for HON Independent Study**

Independent study comprises a course of study which is not available in the regular curriculum and for which students have the appropriate background. It is offered at two level: 2500 and 3500. Students must also complete a Special Course Form to submit with this application.

**Please complete the following information (please type):**

Application for (select one): \_\_\_\_\_ HON 2500 or \_\_\_\_\_ HON 3500 for \_\_\_\_\_ hours

Semester (check): Fall      Spring      Summer I      Summer II      Year \_\_\_\_\_

Title of independent study: \_\_\_\_\_

Director/instructor of independent study: \_\_\_\_\_

\_\_\_\_\_  
Student First Name                          Middle Name                          Last Name

\_\_\_\_\_  
ASU username/ email                          @appstate.edu                          900  
Banner ID Number

Phone number ( \_\_\_\_\_ ) \_\_\_\_\_                          ASU Box: \_\_\_\_\_

Academic class (circle): SR      JR      SO      FR                          Cumulative GPA: \_\_\_\_\_

**Reasons for undertaking an HON independent study:**

**Academic preparation: list any relevant courses that you have taken or are taking.**

Course dept/number/title                          Grade      Semester                          Instructor

## HON Independent Study Outline

1. Course description
2. Objectives of the HON independent study
3. Requirements (e.g., exams, research papers, evaluation criteria)
4. Reading list
5. Schedule for student/instructor meetings

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Student signature \_\_\_\_\_ Date \_\_\_\_\_

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Instructor signature \_\_\_\_\_ Date \_\_\_\_\_

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Dean of Honors College (or designee) signature \_\_\_\_\_ Date \_\_\_\_\_

**Honors College Use Only:**  
\_\_\_\_\_ Approved  
\_\_\_\_\_ Denied  
Date SCF sent to Registrar's: \_\_\_\_\_

## **HON Independent Study Guidelines**

Independent Study is a special course, not listed in the regular curriculum, in which the student designs a project and then pursues it under the guidance of an instructional staff member who serves as a consultant for the student during the course of study. HON 2500 and HON 3500 may be taken for 1-3 hours in a semester.

**The application form, outline and Special Course Form must be received by the end of the first week of classes of the semester for the proposed HON Independent Study.**

### **GUIDELINES**

- o Anyone seeking to pursue Independent Study must be a candidate for a degree from Appalachian or must be working for teacher licensure.
- o An undergraduate student may take no more than 4 semester hours of Independent Study in any one term.
- o No more than 6 semester hours of Independent Study may be counted toward the undergraduate major, and no more than 3 semester hours for the minor.
- o All HON Independent Study forms are due by the end of the first week of classes in the term in which the HON Independent Study will be completed.
- o A faculty member should direct no more than two different Independent Study courses in any one term.
- o These guidelines define policy in ordinary circumstances, although the Dean of the Honors College may make exceptions due to hardship or for some other extraordinary cause.

### **APPROVAL PROCEDURES**

The student will confer with a faculty member who may serve as the director of an HON Independent Study.

- o If the faculty member agrees to supervise the HON Independent Study project, the Independent Study form is completed and a written prospectus drawn up. Both are presented to the Director of Student Services of the Honors College, located in 275 Appalachian Hall, by the end of the first week of classes.
- o If the Dean of the Honors College approves, she/he will determine, in consultation with the faculty member, the number of semester hours credit for the project and sign the *Special Course Form* authorizing registration for the Independent Study. After the student obtains the necessary signatures, the Special Course Form is taken to the Registrar's Office and the student is registered for the Independent Study.