

APPLICATION FOR

INDEPENDENT STUDY

**DIRECTIONS:** Course work, in addition to scheduled classes, is possible providing the following stipulations are fulfilled:

1. The requested course does not duplicate a regular course offered during the same semester.
2. The student needs to complete course work in this manner (i.e., for certification, to alleviate hardships in scheduling, etc.).
3. **Once all signatures have been obtained, the student should submit this form to the Office of the Vice President for Student Affairs for the assignment of a Section Number and enrollment of the student.**

**STUDENT'S NAME**        **STUDENT ID. #**

**GRADUATE CREDIT**       **UNDERGRADUATE CREDIT**       **PHONE**

**A. Written justification for independent study. (Why do you need this course as an independent study?)**

**B. Course Prefix**       **Course No.**       **\*Section No.**       **Sem/Year**

If the course exists in the catalog file, enter the course prefix, number, and title. If the course does not exist in the catalog file, enter the appropriate prefix and an independent study number (e.g., 4001-4004)

 **Course Title**

**(Limit to 22 characters and spaces total)**

 **Grading will be** [ ]  **Letter grade** [ ]  **P/F**

 **Description (patterned after course descriptions listed in catalog)**

**C. Attach an approved syllabus for the course (which follows the current SWOSU syllabus format) to this application. If such a syllabus does not exist, complete the Self-Paced Course syllabus template from Faculty Commons in Canvas. *The application will not be approved without a syllabus on a current template.***

# Signatures

 1) Student Date 4) Chair Date 6) Dean of School Date

 2) Advisor Date 5) Assoc.Dean (if appropriate) Date 7) Graduate Dean (for Graduate Courses) Date

 3) Instructor Date

**\* Please note instruction #3 above after all signatures are obtained.**