

Earlham College
Petition for Independent Study

Independent study is an important intellectual undertaking. This requires disciplined academic inquiry. Normally, students engaging in independent study have mastered the introductory and substantive content of the area of inquiry and are advanced in the subject. The subject of the independent study should not be available elsewhere in the curriculum and should be an integral part of the student's academic program. Additionally, students petitioning for an independent study must have an academic record that demonstrates they are able to do substantial work on their own in close consultation with and guidance from a faculty member. In most cases, independent study is reserved for students with advanced junior or senior status. First-year students and sophomores should petition for independent study at the 285 level and juniors at the 385 level unless the study is in their declared major. It is recommended that students participate in only one (1) independent study per semester.

Procedures and Deadlines

1. Please submit one copy of this petition to the Registrar's Office with your registration card at the time of registration for courses. The independent study will be included in your semester registration. If the petition is not approved by the Associate Academic Dean or Associate Dean of the College, you will need to drop the independent study and add another course within the first five (5) days of classes.
2. Registration for more than 3 credits is not regularly approved.
3. The description of the academic nature of the study (see page three of this form) should be planned in consultation with the supervisor and the student's academic adviser prior to registration.
4. After submission to the Registrar's Office, this petition will be reviewed by the Associate Academic Dean or Associate Dean of the College. Determination of the status of your petition will be made within one week. Copies of your petition will be made and distributed to you supervisor and to you adviser. A copy will also be returned to you indicating the dean's approval. The original petition will remain on file in the Registrar's Office.
5. A late fee of \$25.00 will be charged if this petition is submitted after the registration deadline (first 5 days of the semester).

Application begins on the next page.

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Application

1. _____
Student's Name

2. Year in College _____ Major _____

3. Title of proposed study _____

4. Department _____ Amount of credit requested _____

5. Semester and year in which I wish to be registered for this study: (This is the semester for which you will be billed). _____ Fall, 20__ _____ Spring, 20__

6. Faculty/Staff project supervisor's name _____

7. Courses completed in the department of proposed study:

Course	Instructor	Grade

Application continues on the next page.

Describe the nature of your study. Outline your proposed work to show as precisely as possible (1) how the proposed study complements your academic program of study; (2) how the independent study will be evaluated. Provide an initial bibliography for the Independent Study.

Signatures:

Student _____ Date _____

Project Supervisor: I have reviewed this application, agree to be the supervisor and approve the pursuit of this independent study of described.

_____ Date _____

Academic Advisor: I have reviewed this application and approve this project within the student's course of study.

_____ Date _____

Associate Academic Dean/

Associate Dean of the College _____ Date _____

Direct questions to the Registrar's Office at ext. 1515 of email: stoutju@earlham.edu, washibo@earlham.edu or the Associate Academic Dean, Kari Kalve at kalveka@earlham.edu.