

DEPARTMENT OF POLITICAL SCIENCE

INDEPENDENT STUDY CONTRACT

(PLEASE TYPE OR PRINT)

*****Filled by Student*****

Student Name		Student ID	
Email Address		Phone Number	
Course Number		Hours of Credit	
Semester	Fall / Summer / Spring	Year	

Time frame for completion of independent study (this must be completed)

Date of first conference	
Schedule of conferences	
Final date due	

Title of Study	
Expected final result to be presented for evaluation	
Location (if other than Boulder)	
Name/Address/Phone number of all other(s) involved in this independent study	

Student signature		Date	
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*****Filled by Department*****

Instructor Name		Rank	
Signature		Date	

Director/Undergrad Studies Name		Rank	
Signature		Date	

Registration Information

Course Number & Section	
Registered by	
Signature	
Date/time	

# Credit hours completed		Major(s)	
# PSCI hours completed		Expected grad date	

Under the University of Colorado at Boulder's Policy for the Protection of Human Subjects, all research protocols proposing the use of human subjects must be submitted to the Human Research Committee.

Independent study requires at least the same number of hours as a regular course, i.e., a minimum of 25 hours (1500 minutes) of time is required for each semester hour of credit. An appropriate paper must be produced by the student as a partial justification for receiving academic credit for Independent Study. The topic, nature of the paper, is to be determined with the sponsoring faculty member and must be **detailed** in the independent Study Contract.

Plan ahead!! The Independent Study will be approved or disapproved within five (5) working days. It is the applicant's responsibility to verify approval for the Independent Study hours within University's published registration deadlines. Completion of this contract does not enroll the student in the course. The Department will enroll the approved student in the course. The student must verify enrollment in this and all other courses.

INDEPENDENT STUDY INFORMATION SHEET

POLICY STATEMENT:

1. Independent study is intended to give well-prepared students specialized and individualized research experience and information on a particular Political Science topic not covered in the regular curriculum. Students are presumed to have had all the previous pertinent work in the subject matter leading up to the chosen topic. Faculty members are under no compulsion to accept Independent Study students, but may do so as their other teaching commitments permits.
2. Some experiences are not appropriate for independent study. They include:
 - a) Internship type experiences such as where a student gains hands-on, practical work experience in a governmental office, with a legislator or with an interest group or political party. This is prohibited by both College and Departmental policy. Internship credit is available through PSCI 4938, Internship in Government.
 - b) Work in a University department
 - c) Substitute for regular course work
 - d) To meet College List or Core requirements.
 - e) Research may be done outside of Boulder or Colorado. Volunteer work, work in business, and extra work performed in association with a regular class may all be acceptable if work is part of and germane to the rest of the independent study academic work.
3. Independent study requires at least the same number of hours of work as a regular course., i.e., a minimum of 25 hours (1500 minutes) of time is required for each semester hour of credit. An appropriate paper must be produced by the student as a partial justification for receiving academic credit for Independent Study. The topic/nature of the paper is to be determined with the sponsoring faculty member and must be detailed in the Independent Study Contract.
4. Not more than 6 semester hours of Independent Study may be credited toward the credit hour minimum for requirements of the Political Science major. College of Arts and Sciences policy allows a maximum of 16 credit hours of Independent Study toward the degree and a maximum of 6 credit hours in any one semester. For graduate students, not more than 6 credit hours will be counted toward the M.A. or Ph.D. in Political Science.
5. The prerequisites for signing up for Independent Study credit are:
 - a) upper division standing (completion of 60+ hours)
 - b) overall GPA of 3.0 or better
 - c) successful completion with C- or better of a 9 semester hours in political scienceStudents who are not Political Science majors are eligible to take an Independent Study provided the above requirements are completed. Independent Study credit may not be done retroactively, i.e., the contract is to be completed, signed and approved prior to the initiation of the project, not after the work has been completed.
6. PROCEDURE:
 - a) Pick up a blank Contract for Independent Study at the Department of Political Science at Ketchum 115.
 - b) Attach a current CU transcript
 - c) Secure the signature of your professor
 - d) Take signed agreement to the Director of Undergraduate Studies, Department of Political Science, Ketchum 115. All data must be verified, and then presented to the Director of Undergraduate Studies for approval signature.
 - e) The student will be registered in the course for the appropriate number of credit hours by the Department of Political Science, upon notification of approval by the Director of Undergraduate Studies.
 - f) **Plan ahead!!** The Independent Study will be approved or disapproved within five (5) working days. It is the applicant's responsibility to verify approval for the Independent Study hours within University's published registration deadlines.
7. Only regular faculty members and visiting faculty may be assigned to Independent Study.
8. **Completion of this Contract does not guarantee approval of Independent Study.**