

## **DEPARTMENT OF WRITING WRT 399 INDEPENDENT STUDY POLICY**

Taking an independent study class is a privilege to be granted at the discretion of the faculty. Independent studies are reserved for advanced work with a professor after a student has taken previous writing coursework beyond the core courses. Independent studies are not to be taken in duplication of an existing course or based on convenience of a student's schedule. Independent studies do not count as replacements for the module requirements of the major; they can only count in the writing elective spot.

The student should approach a faculty member whose area of expertise overlaps in the topic of interest for the independent study. Together, the student and faculty should have a discussion to solidify a topic of study, reading assignments, and the type of work to be produced. Reading material generally include books, journal articles, and other published scholarly materials. The assortment of assignments produced for the independent study will be determined at the discretion of the instructor.

After a conversation with a faculty member and once they have agreed to oversee the independent study, the student and faculty member should fill out the independent study plan form together. This form needs to include a list of readings, assignments, and methods of evaluation. The form is available in the Writing Department main office (LOH 326). Both the student and faculty member need to sign this form and then submit it to the Writing Department Chair for final approval. Once the Chair approves the independent study, a CRN code will be provided to the student to register for the course.

Upon completion of the independent study plan, the faculty member will notify the Writing Department Chair of the grade earned for the course. The Writing Department Chair is responsible for entering grade in Banner at the end of the semester.