



DEPAUL UNIVERSITY

COLLEGE OF COMMUNICATION

Graduate Independent Study Application Form

COMPLETE AND RETURN TO THE GRADUATE ADVISOR IN THE COLLEGE OF COMMUNICATION OFFICE
 14 E. Jackson Blvd 18th Floor, Chicago, IL 60604
 (312) 362-8600 / FAX (312) 362-8620

INSTRUCTIONS:

This form, along with the Independent Study Proposal (see next page for proposal guidelines), must be fully completed and have the signatures of the faculty advisor and graduate program director prior to submission to the College of Communication Office. Independent Study Forms must be submitted to the College of Communication office by these dates:

- For a **Fall quarter** independent study: **September 1**
- For a **Winter quarter** independent study: **December 15**
- For a **Spring quarter** independent study: **March 15**

Once received by the graduate advisor, your independent study form and proposal will be reviewed by an Associate Dean. If your independent study is approved, you will be registered for the appropriate independent study course.

TO BE COMPLETED BY THE STUDENT

QUARTER/YEAR _____ ACADEMIC PROGRAM _____ CUM. GPA _____
 LAST NAME _____ FIRST _____ STUDENT ID# _____
 ADDRESS _____ PHONE _____
 CITY _____ STATE _____ ZIP _____ EMAIL: _____

Your signature confirms that you are fully aware of possible financial aid and tuition implications, authorizing the college office to enroll you in the independent study for the term listed above, and adherence to the academic calendar.

STUDENT SIGNATURE _____ DATE _____

TO BE COMPLETED BY THE INSTRUCTOR, PROGRAM DIRECTOR AND ASSOCIATE DEAN

DEPT # _____ COURSE # _____ CREDIT HOURS _____ TERM/YEAR _____
 COURSE TITLE _____ INSTRUCTOR _____
 INSTRUCTOR SIGNATURE _____ DATE _____
 PROGRAM DIRECTOR SIGNATURE _____ DATE _____
 ASSOCIATE DEAN SIGNATURE _____ DATE _____

FOR OFFICE USE ONLY

DATE RECEIVED _____ DATE COURSE CREATED _____ DATE REGISTERED _____
 DEPT: _____ COURSE # _____ SECTION # _____ CLASS # _____



GRADUATE INDEPENDENT STUDY GUIDELINES

COMPLETE AND RETURN TO THE GRADUATE ADVISOR IN THE COLLEGE OF COMMUNICATION
14 E. JACKSON BLVS, 18TH FLOOR, SUITE 1814, CHICAGO, IL 60604

GUIDELINES:

Independent study offers the above average student with substantial training in a communication subspecialty, an opportunity to individually shape a course of study with a faculty expert. An independent study is not a substitute for regular curricular offerings, a way around requirements or a schedule alternative for students unwilling to accommodate the timetable of a needed course. Independent study is an avenue for continued learning, if a student possesses the initiative and discipline to both structure and pursue a course of study on fairly independent terms. The graduate faculty in the College of Communication affirm the following policies for independent study coursework.

Independent Study Policy:

- Student must have a cumulative GPA of 3.5 or above in their graduate coursework
- Student must have completed a minimum of six courses in their graduate program
- Student must obtain a faculty sponsor who is willing to serve as a resource person and evaluator in accordance with proposal guidelines
- Student must manifest the characteristics of initiative, discipline, independence, and persistence that makes successful accomplishment of the independent study seem likely
- Student must meet deadlines, keep appointments, complete assignments/projects as agreed in the proposal. Substantial abbreviation of the timetable, which results in superficial study should be unacceptable and cause for appropriate action by the faculty advisor. The study agrees to work INDEPENDENTLY, thus it is NOT the faculty members responsibility to follow-up in order receive timely work
- Student must submit an independent study proposal that will contain as a minimum the following provisions:
 - Title of the independent study course
 - Description of the course
 - Rational for study (why the "independent" dimension is required)
 - Projected resources, bibliography of readings, films, tapes, etc.
 - Assignments/projects envisioned
 - Timetable: this should include in specific terms the number and dates of student/faculty meetings and deadlines for assignments
 - Evaluation criteria (what criteria will be used to evaluate your performance?)

This proposal will serve as the course syllabus and it can be referred to in cases of grade challenges. Only changes mutually agreeable to student and instructor are permissible and then such arrangements must be in place in writing and signed by both parties.