

Washington College Graduate Program

Application Procedures for Independent Study *
ENG600, HIS600 & PSY600

Matriculating students who are well advanced in the program may petition for up to two independent study options. Students who wish to take advantage of this option should address their petitions to the department chair. The department chair will consult with the faculty supervisor as well as with the director of the graduate program to determine if the proposed program of study is approved. As a general rule, Independent Study proposals should not duplicate courses that are a regular part of the curriculum.

To apply for independent study, a full time faculty member of the college must agree to serve as the supervisor. The student and the supervisor must meet and agree on both the content (e.g., what material will be reviewed, what required readings will be assigned) and mechanics of the course (e.g., how frequently the student will meet with the supervisor, what required projects the student must complete, how the student's knowledge and performance will be assessed). The student's petition should include a brief description of the course (including course content, reading list, and course mechanics), the name of the faculty member who has agreed to supervise the proposed work, and a statement explaining the purpose for the independent study in the context of the student's overall program.

The attached application form and detailed descriptions of the course content and mechanics must be submitted to the chair of the appropriate graduate department at least three weeks prior to the start of classes. The chair will recommend whether the application for independent study should be approve or disapprove and forward the application to the Director of the Graduate Program for final approval at least two weeks prior to the start of classes. The student and supervisor will receive written confirmation regarding the outcome of their independent study application.

To receive credit for the course the student must submit a copy of the letter of approval to the Office of the Registrar and pay tuition and related fees in full at the Office of the Bursar prior to the completion of the first full week of classes. Late applications/registrations will be subject to a late fee in addition to the standard fee for the course.

* This form should also be used by students registering for one of the special topics courses in Education EDU598 & 599.

FOUNDED 1782
WASHINGTON COLLEGE
CHESTERTOWN, MARYLAND 21620

GRADUATE PROGRAM

Independent Study Approval Form • ENG600, HIS600 & PSY600

[Note: This form should also be completed by students registering for EDU 598 or 599]

Student's Name: _____ Phone # : _____

Student's Address: _____

Date of Birth: _____ SSN: _____

Faculty Supervisor : _____

Semester : Fall Spring Summer Year : _____

Course Number (e.g., ENG600): _____ Descriptive Title of the Course:

Approved by:

_____ Date: _____
(Faculty Supervisor)

_____ Date: _____
(Program Chairman)

_____ Date: _____
(Director of Graduate Program)

Description of the Topic (Attach additional sheet if necessary)

Proposed Selected Bibliography: (Attach separate sheet)
Course Mechanics (Attach additional sheet if necessary):

Purpose of the Independent Study: