



The College at
BROCKPORT
STATE UNIVERSITY OF NEW YORK

POLICY TITLE: Independent Study (at the Graduate Level)

OVERVIEW: An explanation of the requirements for and limits on enrolling for independent study courses at the graduate level.

OFFICE/DEPARTMENT RESPONSIBLE: Graduate Studies

DATE UPDATED: Senate resolution #4: 1980-81, updated June 2009

Independent Study

Independent study provides the opportunity for students to study individually with an instructor on a contractual basis. This option requires the approval of a sponsoring instructor.

Independent-study courses permit graduate students to pursue topics studied previously in greater depth. A content outline for each independent-study course is developed through consultation between the student and the instructor-sponsor to suit the needs and interests of the student and the special competence of the instructor. To be eligible for independent study at the graduate level, a student must: (1) have completed six credits of course work at the graduate level; and (2) be able to demonstrate adequate background for the area in which the course is to be taken.

No more than two independent-study courses will be approved for any one regular semester (and no more than one in any summer session), and all such courses must be included within the normal course load. Each independent-study course may not exceed six credits and must be identified as liberal arts or professional credit. No more than nine credits of independent-study courses may be included in a degree program.

Students who wish to take a course on an independent-study basis should begin the process well in advance of registration, since published registration deadlines are applicable to these courses. *Independent Study Application Forms* and the *Independent Study Outline Form* may be obtained from the academic department in which the course is to be taken or from the Office of Academic Advisement. The application must be signed by the student, the instructor-sponsor and the department chairperson. The completed form (s) should be submitted by the student to the Office of Registration and Records at the time of registration.