

A student must have a minimum 3.0 overall GPA

APPLICATION FORM FOR AN INDEPENDENT STUDY

(last updated 10/20)

NAME _____

EMAIL ADDRESS _____

OVERALL GRADEPOINT _____

MAJOR _____

INDEPENDENT STUDY IN: ACCT, ECON, BUS or FIN (Circle One)

Semester of Independent Study: YEAR _____ FALL ___ SPRING ___ SUMMER ___

COURSES COMPLETED IN MAJOR (INCLUDE GRADES):

(1) _____ (7) _____

(2) _____ (8) _____

(3) _____ (9) _____

(4) _____ (10) _____

(5) _____ (11) _____

(6) _____ (12) _____

PROPOSED TOPIC FOR THE INDEPENDENT STUDY AND WHY YOU WISH TO DO IT: _____

Independent study affords an upper-level student in the Economics Department the opportunity to undertake a substantial research project. Generally, a student should have completed a considerable portion of the major. The student must have a minimum 3.0 overall grade point average. Normally, an independent study is for one unit of credit. The work is expected to be completed in one semester, unless otherwise approved. Approval of the study by the supervising faculty member should be secured by the end of the pre-registration period prior to the semester of enrollment.

Usually an Independent Study paper will be from 50-100 pages in length. The length can be modified substantially for papers of a highly theoretical or mathematical nature or for those involving extensive empirical or primary research.

If the Independent Study will cover two semesters, this must be indicated in the original application. An annotated outline of 7 to 10 pages and a bibliography must be turned in to the supervising faculty member and department chair by the last class day of the first semester. The letter grade will be given when the completed paper has been submitted. The paper should be no later than two weeks prior to the end of the second semester of the Independent Study.

It is advisable to maintain contact with your faculty advisor throughout the period of Independent Study. This will help you avoid a flawed finished product.

A few remarks about form and sources: The Independent Study paper must not only be a scholarly achievement but must be presented in proper style. We recommend Kate L. Turabian's A Manual for Writers of Term Papers, Theses, and Dissertations (paperback) as a guide. Other more detailed guides are available in Beeghly Library. As for sources, we wish to emphasize that journal literature, in addition to books, should be carefully researched; we refer you to the *Index of Economic Journals* in Beeghly Library. For materials not available in Beeghly, interlibrary loan facilities can be used. In all cases, proper attribution and citation must be followed.

Independent Study Contract

I agree in advance that I will be graded in this Independent Study on the amount and quality of research, on meeting specified deadlines on time, on the organization and writing of the finished product, as well as the content of the paper itself. I understand that the content must include analysis as well as description. Be explicit on the grading criteria.

Grading:

Signature of Student _____ Date _____

Signature of Faculty Director _____ Date _____

Signature of Discipline Head _____

Signature of Department Chairperson _____