



University of Wisconsin Oshkosh  
**Graduate Studies**  
**Independent Study Contract**

Note: The semester registration calendar (add/drop deadline) applies to all approvals and registrations for an Independent Study.

Name \_\_\_\_\_ Campus email address \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zipcode \_\_\_\_\_

Student ID Number \_\_\_\_\_ Telephone \_\_\_\_\_ Calendar Year 20\_\_\_\_\_

Graduate Program/Subject Area \_\_\_\_\_ Semester (check one) Spring  Summer  Fall

Catalog Number \_\_\_\_\_ Session 17wk  14wk  10wk  7wk  3wk  Credits 1  2  3  \_\_\_\_\_

Project (title to be listed on transcript, limited to no more than 30 characters including spaces) \_\_\_\_\_

**Independent Study Guidelines:** Primarily departments offering graduate degree programs have course listings for Independent Study. An Independent Study provides an opportunity for degree-seeking or post-master's students to study, under faculty supervision, an area of interest which is not available in the curriculum. The following apply:

- ✓ Registration for a graduate-level Independent Study is open to students who are admitted in full standing in a degree program or who have already earned a master's degree. Graduate "Special" or "Non-degree" students are not eligible to engage in an Independent Study.
- ✓ Each credit earned for Independent Study should represent the equivalent of at least 50 clock hours of work.
- ✓ Registration in an Independent Study is separate. This registration is subject to the same add/drop policies as all other courses.
- ✓ Only one Independent Study (3 credit maximum) contract is permitted per student in a term.
- ✓ No more than 6 credits of Independent Study credits may apply to a degree.

It is University policy and federal regulation (FR Title 45 Part 46, rev. 6/23/05) that all research conducted with humans or animals must comply with guidelines regarding the use of Human Participants or Animal Care. By signing below, you certify that you have obtained necessary IRB or IACUC approvals, as appropriate, for the independent study research described herein.

**Attach the Independent Study proposal (2 copies) to this contract form.** At a minimum the proposal should include:

- Objectives and content (what will be studied; state specifics)
- References and required activities (exact readings, number of pages, types of assignments, other)
- Outcomes and evaluation methods (specifics of assignments, grade determination, other assessments)
- A copy of the IRB/IACUC approval if appropriate

**Signatures** (Route in the order below):

1. Student \_\_\_\_\_ Date \_\_\_\_\_

2. Instructor \_\_\_\_\_ Date \_\_\_\_\_

3. Graduate Program Coordinator \_\_\_\_\_ Date \_\_\_\_\_

4. Assoc. Dean (COB, COEHS, CON) \_\_\_\_\_ Date \_\_\_\_\_

5. Graduate Studies \_\_\_\_\_ Date \_\_\_\_\_

When approved by the Office of Graduate Studies, copies will be forwarded to:

\_\_\_ Registration \_\_\_ Instructor \_\_\_ Graduate Program Coordinator \_\_\_ Student \_\_\_ Graduate Studies Office