Request for Independent Study or Semester Overload

Instructions: Use this form to request an independent study or to register for more than 18 credits in a semester. Minimum requirements for approval are junior/senior status and a 3.0 GPA. A registration form must accompany this form for the registration to be processed.

Name ____________________________________________
Address ____________________________________________
____________________________________________________
Home Phone __________________________________________
Alt/Cell Phone _______________________________________
Email ________________________________________________

ID # ________________________________________________

Current GPA __________
Total Credits Earned _______
Request is for
○ Fall  ○ Spring  ○ Summer
Year ______

○ Request for INDEPENDENT STUDY
Course Number and Title ______________________________
Instructor ___________________ Credit Hours ________
Projected Completion Date ___________________________

Specify why you are making this request:
(Indicate the reason request is necessary)

Indicate what arrangements have been made so you can successfully complete this request:
(Independent Study: Indicate the Instructor arranged to tutor the course, meeting times and attach course syllabus)
(Course Overload: Indicate how you can successfully manage the increased demands of the requested overload)

Student Signature ___________________________________ Date __________________

Instructor Approval __________________________ Date __________________
Students are charged an additional fee for an independent study  ○ Check to waive fee

Advisor Approval ______________________________ Date __________________

Department Chair Approval ______________________ Date __________________

School Dean Approval __________________________ Date __________________

Chief Academic Officer Approval __________________ Date __________________
Required for overload

Recorded by Registrar __________________________ Date __________________

Revised September 2011