



Request for Independent Study or Course Substitution Form

All requests for Independent Study and Course Substitutions must be authorized by the Dean’s office in advance of registering for the course. Please fill out this request and secure the appropriate signatures. No request will be granted without all signatures attached. If approved, this form will be placed in the student’s file to document how these credits are to be applied to the course of study.

Student Name	
Student ID	
Telephone Number	
E-mail Address	
This is a request for:	<input type="radio"/> Intendent study <input type="radio"/> Course Substitution <input type="radio"/> Both

COURSE SUBSTITUTION	
If you are proposing to substitute a required course, which course do you desire to substitute?	Course I will take: Course to be replaced:
Please explain why you are unable to enroll for the regular course.	
INDEPENDENT STUDY	
How will the credits from this independent study be used?	<input type="radio"/> Elective Course <input type="radio"/> In place of a required course (fill in the information for course substitution)
Briefly describe the subject matter of the independent study.	Attach a one-page course outline, schedule and planned outcomes of the proposed study
With which professor do you wish to study?	

Name	Signature	Date
Student		
Faculty member supervising study		
Department Chair/Director <input type="radio"/> Approved <input type="radio"/> Denied		
Academic Advisor		

