INDEPENDENT STUDY/RESEARCH APPLICATION

Submit form to Registrar's office after obtaining all signatures.
Please make a copy of this form for yourself and your supervisor.

ST. OLAF COLLEGE
Registrar's Office

Student Information

ID: _____   Name (Last, First): _____

Class year: Soph ☐   Jr. ☐   Sr. ☐   International student: Yes ☐   No ☐

Email address: _____@stolaf.edu   Advisor: _____

Department	Course Number	OEP/WRI*	Term/Year	Faculty Supervisor
	☐ **Independent Study (298)** ☐ **Independent Research (398)**			

*For OEP or WRI credit, please see page three for instructions/requirements.

Select one: On-campus ☐   Off-campus ☐   International off-campus ☐

Course title to appear on transcript (32 characters maximum)

Complete all sections below (attach additional pages if needed):

Major goals of the course and why it should be done independently (guidelines on back):

Previous preparation for this course (list specific courses taken):

Core resources/bibliography:

Outline of specific work to be done in IS/IR and how work will be supervised (frequency of meetings, etc.) and evaluated:

IS/IR Supervisor Signature: _____ **Date:** _____

If OEP/WRI is checked above, do you agree to conduct IS/IR as an OEP or WRI experience? **Yes** ☐ **No** ☐

Department Chair/Interdisciplinary Director Signature: _____ **Date:** _____

Advisor Signature: _____ **Date:** _____

Int'l & Off-Campus Study Office Signature*: _____ **Date:** _____
*Only required if doing International IS or IR

Required information if doing off-campus or international IS/IR:

Location name: _____ Street address: _____

City, State/Country, Zip: _____ Phone number: _____

Policies & Guidelines

Please note college policy for IS/IR: *https://catalog.stolaf.edu/academic-regulations-procedures/registration-course-enrollment/*

1. You must have prior coursework or other background learning relevant to the proposed independent project. These guidelines are as follows:
    a. To attempt IS (298) at least two prerequisite courses are required.
    b. To attempt IR (398) at least five prerequisite courses are required.
    c. First-year students may not take IS/IR courses.

2. Consult with the department chair or program director for more information on whether the IS/IR will apply towards your major.

3. IS/IR does not fulfill WRI/OEP unless specifically approved to do so. IS/IR cannot fulfill any other General Education or OLE Core requirements.
    - Students using catalog years 2021 to the present are eligible to receive OEP credit; students using catalog years 2020 and older are eligible to receive WRI credit. *To find your catalog year, view your DegreePath in the SIS.*
    - For instructions on how to apply for OEP or WRI, please see page 3.

4. Submit your completed application to the Registrar's office in Tomson Hall, or email it to registrar@stolaf.edu. Make a copy for your own records.
    - The Registrar's office will add the course only after this form has been submitted and approved. If the completed form is submitted after the last day to add a course, a petition to late add is required in order to add the course.

SIGNATURE REQUIRED BELOW:

I have read the requirements for Independent Study / Independent Research and understand and agree to the conditions and guidelines as outlined on this form, and other conditions pertaining to this application as stated in the Academic Catalog.

Student Signature: _____ **Date:** _____

Grading option*: Graded ☐ **S/U** ☐

*Select grading option after the faculty supervisor has signed off on the form.

Guidelines for Applying OLE Experience in Practice (OEP) to Independent Study/Research

Students: You **must** also include a separate rationale that specifically addresses all of the intended learning outcomes for OEP, taking into account the guidelines: https://wp.stolaf.edu/curriculum-committee/files/2021/03/OEP.pdf. Beginning with catalog year 2021, students are eligible to receive OEP credit for an IS/IR course. Your catalog year is listed in DegreePath.

OEP will not be approved if you do not provide a rationale.

In your rationale, explain how you will meet the following intended learning outcomes through your Independent Study/Research:

The student will:
1. identify emerging vocational and/or academic interests based on the experience.
2. integrate prior and/or concurrent coursework with the experience.
3. evaluate skills and roles, including those that help them contribute to the community.

Faculty: When approving OEP for an independent study/research, check the OEP approval line below the faculty signature line on page 1 of this form.

Guidelines for OLE Experience in Practice courses:
1. The course helps students through active mentorship.
2. The course incorporates reflection as a principal and integral part of learning.
3. The course must provide opportunities for students to engage in guided inquiry.

Guidelines for Applying Writing in Context (WRI) to Independent Study/Research

Students: You **must** also include a separate rationale that specifically addresses all of the intended learning outcomes for WRI, taking into account the guidelines: http://wp.stolaf.edu/curriculum-committee/files/2013/12/WRI.pdf. Students up to catalog year 2020 are eligible for receive WRI credit for an IS/IR course. Your catalog year is listed in DegreePath.

WRI will not be approved if you do not provide a rationale.

In your rationale, explain how you will meet the following intended learning outcomes through your Independent Study/Research:

The student will demonstrate.
1. The ability to write effectively in a form appropriate to a particular disciplinary or interdisciplinary course of study.
2. The ability to write as a means for inquiry, learning, thinking, and communicating.
3. The ability to engage in writing as a systematic, iterative process, using flexible strategies for generating drafts, responding to feedback, revising, editing, and proofreading.

Faculty: When approving WRI for an independent study/research, check the WRI approval line below the faculty signature line on page 1 of this form.

Guidelines for WRI Writing in Context courses:
1. The course helps students write effective prose in a particular community of knowledge.
2. The course incorporates writing as a principal and integral part of learning.
3. The course must provide instruction in writing and must require students to revise their work in response to instructor feedback.