

GRADUATE INDEPENDENT STUDY CONTRACT FORM

UNL Department of English

English Department graduate independent study courses are intended for students who want to undertake supervised reading or writing projects which are within the discipline of English but not available through regular course offerings. **Graduate students may not take more than six (6) credit hours of independent study** in the M.A. and six (6) in the Ph.D. without permission of the Graduate Committee. Ordinarily these projects are arranged between professors and students who know each other and who share an interest in the topic to be studied.

Procedures

Once you have a general idea about what you would like to study, you may download the form from the English website. If you are in doubt about what professor(s) to approach about supervising your project, talk with the Graduate Chair about the possibilities. *Be sure to check the English Department's Course Description booklet to make sure that your project is not part of a course already being offered.*

Draft a description of your project to show the professor(s) you ask to supervise your work. Bring this to the professor, and together revise it and work out the exact details of what you will read and the writing and other projects you will do. The proposal should justify the level and amount of credit you are requesting. Both you and the professor then sign the form.

Take the signed Contract Form to the Graduate Chair's office. The Graduate Chair (or the Chair or Vice-Chair in the absence of the Graduate Chair) will sign the form and give you the class number.

Once you obtain the validating signature on the Contract Form you may register for the independent study as you would for any other course.

Student: _____ I.D. Number: _____

Address: _____

Phone Number: _____ Email: _____

Instructor: _____ How Graded: Grade _____ P/NP _____
Course #: _____ Credit Hours: _____ Semester: _____ Academic Year: _____

Description of Project:

1) Topic _____

2) Titles and authors of books or other material student will read:

3) Writing/projects the student will do:

Basis of Grade (*indicate % of grade assigned to each required activity*):

Signatures:

Class Number: _____ Date: _____
Student (signature)

Released by: _____ Date: _____
Supervising Professor (signature)

One copy each of this contract is for the Graduate Chair (201C Andrews), the student, supervising professor, and the graduate student's file. PLEASE NOTE that registrations for all independent study courses will be cancelled unless a properly completed and signed copy of this form is on file in the Graduate Chair's office by the close of the drop/add period.