

## GUIDELINES FOR INDEPENDENT STUDY

1. Enrollment for Independent Studies is by department in course numbers 199, 299, 399 or 499 for undergraduates and 599 for graduates. Each enrollment must be accompanied by a completed Independent Study Contract.
2. Advance planning is essential. There should be some indication that the student has done previous work in the area of the Independent Study project, or that there has been some degree of special preparation and aptitude.
3. The Independent Study Contract must be completed and signed no later than the last date to add classes of the term in which it is to be undertaken.
4. A student may not take more than 12 credits of independent study. Only one independent study per semester is allowed. Exceptions may be granted by petition to the appropriate Dean/Program Director and filed in the Office of the Registrar.
5. The nature of the examination is left to the faculty supervisor. Evaluation may be on the basis of a paper, project or by formal examination.
6. The work for an Independent Study project is to be completed within the semester.
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AMERICAN JEWISH UNIVERSITY

OFFICE OF THE REGISTRAR

INDEPENDENT STUDY CONTRACT

5. Method of evaluation: \_\_\_\_\_ Final written report \_\_\_\_\_ Other (please describe):

6. Type of final grade: \_\_\_\_\_ Pass/Fail \_\_\_\_\_ Letter Grade

Number of units: \_\_\_\_\_

7. Signatures of those who reviewed and approve this contract:

Student \_\_\_\_\_ Date \_\_\_\_\_

Advisor \_\_\_\_\_ Date \_\_\_\_\_

Faculty Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Dean/Program Director \_\_\_\_\_ Date \_\_\_\_\_

Registrar \_\_\_\_\_ Date \_\_\_\_\_

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To be filled out at the end of the semester:

8. Evaluation by faculty supervisor:

9. Final grade: \_\_\_\_\_