

Independent Study/Directed Research Proposal Form

After reading the guidelines on the reverse side, please complete this form and obtain signatures of approval and return this form to the SNRE Office (BioSciences East Room 325). This form is for department records and is used to assign a grade at the end of the semester. An advisor in the department will register you for Independent Study or Research units *through the 10th class day of the semester*; thereafter, a Change of Schedule form must be used (routed through the Registrar's Office). Research proposal forms **will only be accepted through the 18th day of class** to allow for processing time prior to the late fee being imposed. We will not guarantee acceptance of the form, after **5PM on the 18th day of class**.

Student Name _____ Student ID# _____

Student Phone # _____ Student E-mail _____

Student Major _____

Course Number (circle one) 199 299 299H 392 399 399H 492 498 498H
499 499H 599 699

Number of Units _____ [Note: Students are expected to spend at least 3 hours per week on this project for each unit of credit or 45 total hours of course-related work per credit.]

Semester: Fall Spring Summer I Summer II Year _____

Project Advisor _____

Project Advisor Phone & E-Mail _____

Project Advisor Home Department _____

Title of Project _____

Estimated hours per week student will spend on project _____

Estimated Project Advisor/Student contact hours per week _____

Secondary advisor _____

A brief description of project, including anticipated product(s), should be typed and attached to the proposal.

Required Signatures:

Student _____ Date _____

Project Advisor _____ Date _____

Academic Advisor _____ Date _____

Details on Reverse Side

Guidelines for Independent Study and Directed Research

199, 299, 399, 498, 499, 599, 699 Independent Study (Credit varies)

Qualified students working on an individual basis with professors who have agreed to supervise such work.

Grades Available: S/P, C, D, E, I, W

May be repeated an unlimited number of times; consult with department for possible restrictions.

299H, 399H, 498H, 499H Independent Study - Honors (Credit varies)

Qualified students working on an individual basis with professors who have agreed to supervise such work. **Students must be in The Honors College to use these course numbers.**

Grades Available: A, B, C, D, E, I, W

May be repeated an unlimited number of times; consult with department for possible restrictions. SNRE requires these units to adhere to the honors policy for credit listed at <http://www.honors.arizona.edu/HonorsAcademics/Policies/IndyStudies.htm>. This means the work must be “demonstrably different work” than a standard independent study for non-honors credit. The work should produce a product such as a paper or poster presentation. In order to receive this credit, you must state the product **when submitting the proposal.**

392, 492 Directed Research (Credit varies)

Individual or small group research under the guidance of a faculty member.

Grades Available: A, B, C, D, E

May be repeated for a total of 12 credits. In order to qualify for graded research, the student and faculty should discuss the product, either a paper or poster for presentation, to be produced by this work. In order to receive credit, you must state the product

when submitting the proposal.

The number of credits of Independent Study and Directed Research must lie within the approved credit range listed in the catalog course description.

6 units of Directed Research OR Honors Independent Study/Capstone credit may be applied to major requirements in SNRE. This number may be decreased if the student also requests preceptor units in the major.

Determination of credit: The University and Board of Regents require a minimum of 45 hours of course-related work for each unit of credit awarded.

Registration fee for Independent Study and Directed Research credit is calculated at the same rate as for other credit courses.

The student should have a specific Independent project that is approved in consultation with the project advisor.

Deadlines: Research proposal forms will only be accepted through the **18th day of class** to allow for processing time prior to the late fee being imposed.

The last day to register for Independent Study and Directed Research without incurring a late charge is: **Fall and Spring Semesters:** 21st calendar day after the first day of classes (last day to increase units without a \$250 late charge). This is for information only as forms must be turned in by the **18th day of class.** **Winter and Summer Sessions:** Last day to drop with deletion from the record (last day to increase units without a \$50 late charge).

In the case that a grade of Incomplete is awarded in an Independent Study or Directed Research course, and the Project Advisor is no longer available, another Project Advisor must be identified who agrees to evaluate the student's work.

Major GPA impact: Directed Research may not be counted toward the major GPA when removal of that grade would result in the major GPA dropping below 2.0. Therefore, advisors will not approve research credits if a student's current major GPA is below 2.0. Directed Research performed under the guidance of non-SNRE faculty members is limited to 3 units and must be approved by the Associate Director for SNRE.

Revised on 9/27/13