

3.17P  
INDEPENDENT STUDY  
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Special project courses are offered to provide an opportunity for the student to further his knowledge and skills in a specific subject. It provides the student experience in planning and outlining a course of study on his own initiative under instructor and departmental supervision.

It provides experience in working independently of a formal classroom situation and hopefully will inculcate in students a commitment to continuing independent self-education in the years following formal higher education.

The College believes many of its students have reached a point of competence and self-discipline necessary to carry on special project courses. These courses will be considered as elective credit in the particular department in which the course is offered.

It is recommended that students who contemplate enrolling for special project courses should have completed one semester of college work and should have taken at least one previous course in the specific department in which the course is offered.

An eligible student desiring to register for "49/98" courses must first develop his own project and submit this in writing for the approval of the instructor who will guide the project, the chairperson of the department in which the course is given and the Office of Academic Affairs. Request forms are available in the offices of instructional deans.

The applicant will show that his background is adequate for the proposed study. The privilege of "special projects" courses is limited to students who have at least a 2.00 (C) grade average in all courses previously taken in the field or department in which the "special project" is to be taken, either in this institution or in work which may have been attempted at other institutions. Students who are on academic probation are ineligible for independent study. The requirements may be waived in exceptional cases.

Regular meetings between student and instructor are held. Examinations, including a final, plus field trips, term papers, and other assignments may be made by the instructor.

A total of six (6) units credit is allowed toward the AA degree or 60-unit transfer requirement for any combination of "49" and "98" courses. It is recommended that three (3) units a semester be considered a reasonable load.

Other than independent study projects, the "98" series also may include classroom laboratory teaching assistance.

1. The student and instructor fill out the form together. Note that the form asks for a detailed course description. As this is a contract between the student and the instructor, expectations should be concrete and clear. See the catalogue or review the attached policy statement about the nature of special studies.
2. The student is responsible for securing the signatures of the Department Chair and the supervising administrator.

3. It is the student's responsibility to pick up the add card from the office of the instructional dean and add at the Registrar's Office.

Steps 1 and 2 should be completed at least one week prior to the last day to add.