

**GORDON COLLEGE**  
**REGISTRAR'S OFFICE**

**REQUEST FOR INDEPENDENT STUDY**

**Instructions** - Please read the attached definition and guidelines for independent studies. If approved, this form will serve as your registration for the course. **Student and faculty member should keep a copy of the syllabus for their records.** Please return this completed form to the Office of the Academic Deans, Frost 206 (Honors and Pike Scholar independent studies only) or the Registrar's office (all other independent study requests).

Name \_\_\_\_\_ ID# \_\_\_\_\_ Date \_\_\_\_\_

Major(s) \_\_\_\_\_ Semester to be Taken \_\_\_\_\_

Reason:  Pike Scholar  Honors Thesis  
 Other \_\_\_\_\_

Cumulative G.P.A. (2.75 Minimum) \_\_\_\_\_ Circle Class: FR SO JR SR

1. Department through which the course will be taken \_\_\_\_\_

2. Descriptive title of course \_\_\_\_\_

3. Number of credits requested \_\_\_\_\_ (2 or 4 credits; no quads)

4. Have you enrolled in prior independent study courses at Gordon? \_\_\_\_\_ Total credits \_\_\_\_\_

5. How does the proposed independent study go beyond Gordon's standard course offerings? How does the proposed course help you complete your Pike major, if applicable? (For additional space use back of form.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Complete and attach a copy of the course syllabus and obtain all approval signatures.

Supervising faculty member (signature) \_\_\_\_\_ Date \_\_\_\_\_

Supervising faculty member (please print) \_\_\_\_\_

Advisor(s) \_\_\_\_\_ Date \_\_\_\_\_

Department chair \_\_\_\_\_ Date \_\_\_\_\_

Honors Thesis and Pike Scholar Independent Study requests:

Dean of Academic Initiatives Approval \_\_\_\_\_ Date \_\_\_\_\_

**SYLLABUS FOR INDEPENDENT STUDY**  
**Gordon College**

Student \_\_\_\_\_ ID # \_\_\_\_\_ Date \_\_\_\_\_

Department \_\_\_\_\_ **381** \_\_\_\_\_  
Course Title \_\_\_\_\_

**1. Course Objectives:** (attach a separate sheet if necessary)

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**2. Readings and/or Assignments:**

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**3. Grading:**

Assignment:	Due Date	% of Grade
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**4. Specify regular meeting times** (day/time each week). \_\_\_\_\_

Students with disabilities who need academic accommodations are asked to speak with the instructor within the first two weeks of class. Students are also responsible for making sure that documentation of the disability is on file in the Academic Support Center. See Ann Seavey, Jenks 412, x4746. Failure to register in time with the instructor and the ASC may compromise ASC's ability to provide the accommodation.

## INDEPENDENT STUDIES

### Definition and Guidelines Gordon College

#### Definition

1. Independent study courses are custom-designed academic experiences which provide curricular enrichment and flexibility. To be eligible for such a course, a student must have:
  - a. A minimum cumulative grade point average of 2.75.
  - b. Shown promise or evidence of ability to succeed in independent study.
  - c. Accumulated adequate background to support the area of desired independent study.
  - d. Received approval of the supervising professor, the academic advisor, and the department chair.
  - e. *(For Honors Thesis and Pike Scholar independent studies)* Received approval from the dean of academic initiatives.
2. Independent studies are considered for the following reason(s) only:
  - a. Expansion of an existing course.
  - b. Related topic **not** offered at Gordon.
3. Independent studies are full semester courses with varying credit. They may **not** be taken as quad courses.

#### Guidelines

1. Faculty are limited in the number of independent courses they may supervise; therefore, not all requests may be approved. An independent study is a privilege extended to the student by a consenting faculty member. It is not a given.
2. Independent studies are not available in existing courses.
3. A maximum of eight credits for independent study may be earned toward a degree. Only Pike Scholars may exceed this limit.

#### Deadline

- Submit **Honors Thesis and Pike Scholar** independent study requests to the Office of the Academic Deans, Frost 206.
- Submit **all other** independent study requests to the Registrar's office.

Applications must be submitted no later than the fifth day of classes (the end of the add/drop period) for the fall and spring semesters. In the case of summer enrollment the deadline is June 1. Requests submitted after the deadline may be denied or the student may be required to resubmit it with an academic petition form.