

CHARLESTON
SCHOOL OF LAW

Request for Independent Study Approval

Please read the **Guidelines for Independent Study** before completing this form. If you are interested in engaging in an Independent Study course, you must complete this form and submit it to the **Associate Dean for Academic Affairs** by the following deadlines (check the one that is applicable):

- By August 1 for the fall semester (20__) in which you wish to do the study.
- By December 1 for the spring semester (20__) in which you wish to do the study.
- By April 15 for the summer semester (20__) in which you wish to do the study.

Name: _____

Faculty Sponsor: _____

Faculty Sponsor signature: _____

Research Topic: _____

Number of Credits Requested:

- 1 credit hour:
 - Final paper must be at least 5,000 words, exclusive of notes
- 2 credit hours:
 - An outline must also be submitted to the Associate Dean for Academic Affairs with this request form detailing what the paper will cover
 - Final paper must be at least 8,750 words, exclusive of notes
 - At least 100 hours of work must be recorded and time records must be kept

Schedule of Planned Meetings with Faculty Sponsor: _____

Intended time-table for work:

- Thesis to be submitted by: _____
- Outline to be submitted by: _____
- Draft to be submitted by: _____
- Final paper to be submitted (by no later than final day of semester exams): _____

I intend to use this Independent Study to satisfy the Upper-Level Writing Requirement: ___Yes ___No.

By submitting this form, you are **certifying** that you have read and understand the **Guidelines for Independent Study** and, if you are seeking to satisfy your **Upper-Level Writing Requirement** with this study, that you have also read and understand those guidelines.

****OFFICE USE ONLY****

Form received: _____ **Approved:** ___Yes ___No. **If approved, number of credits:** ___1 ___2.

Academic Dean's Signature & Date