

# Independent Study

Independent study courses are offered when a documented need exists for students to meet their program requirements. Instructors or advisors must complete an Independent Study Request form (Appendix OO) documenting how students will receive the required hours of instruction and attach a current course syllabus. The request form must be signed by the appropriate Division Chair and approved by the College-Wide Dean within five days of the request. Students will be required to complete a Student Independent Study Log form (Appendix PP), which should be signed by the student and the instructor and returned to the appropriate campus division chair at the end of each semester.