

Independent Project Cover Sheet

THIS FORM IS TO BE USED FOR UNDERGRADUATE AND GRADUATE PROJECT PROPOSALS.

Independent Projects are *advanced*, student-driven learning experiences involving substantial student independence in project design and project execution. Independent Projects are appropriate for students who wish to explore a subject on their own beyond what is possible in regular courses offered by the College. An independent project must not be equivalent in content to courses offered by the College and should not be used to replace an existing or canceled course. Independent Projects must be approved by a faculty advisor who also evaluates the final results and awards a grade.

Date _____

Name _____ Oasis ID # _____

Address _____

Phone _____ Email _____

Department _____ Faculty Advisor _____ Faculty ID _____

Course # _____ Term/Year _____ Proposed Credits _____ Total Semester Credits _____

Students must have completed 60 credit hours of study to be eligible for an Independent Project. Check this box to confirm that you have completed the hours:

Student, leave course number blank for department assistant to assign. Each 1 credit represents 3 hours of work, per week, or 45 hours of course work per semester per credit. Undergraduate students with more than 16 credits hours a semester may incur additional tuition fees. Student must initial by hand to approve more than 16 credit hours for the semester.  _____ student initials

Approval from the College Advising Center is needed for more than 18 undergraduate credit hours/semester. Departmental permission is needed for more than 12 graduate credit hours/semester. Please obtain the signature of a College Advisor (UND) or the Department Chair (GRAD) in the Credit Overload area below.

Title of Independent Project: _____ (only 31 characters will appear on your transcript)

Description of Project (write a brief two- or three-sentence summary of the project.)

Print out this cover sheet to sign and provide a written proposal for the Independent Project that addresses the following:

- Learning objectives:** What will you have learned as a result of the project? How should your project be evaluated? What is the grading criteria?
- Activities and processes in which you will engage.** How will you achieve the final product (below)?
- Final product(s)** such as a final paper, a business plan, an artwork, a composition or performance, that will result, described in appropriate detail.
- Any material, equipment, or other resources you will require.
- Any other specifications or criteria set by your faculty advisor for completion of the project.

– STUDENT SIGNATURE MUST BE HANDWRITTEN -- DEPARTMENT APPROVALS MAY BE A CERTIFIED DIGITAL SIGNATURE–

Student's Signature: _____ Date _____

Faculty Advisor's Signature: _____ Date _____

Chair's Signature: _____ Date _____

Additional Approval (per department): _____ Credit Overload Approval: _____

FPA, LAS, and SMA Department Assistants, create copies of the signed cover sheet and proposal for student and department files. Forward an **electronic** copy of the final **signed** document to the Office of the Dean for final approval.

18+ cr/semester - undergrad - College Advisor approval
12+ cr/semester - graduate - Department Chair approval

Dean's Signature _____ Date _____

Course information with assigned credits will appear in student's online academic records after receiving all approvals, including the Dean's approval, and entry by the Office of the Registrar.