



## **Legislation and Administrative Policy governing Independent Study Courses and Units**

### **Faculty Legislation (as passed March 12, 2001):**

“Each department and program may elect to offer “independent study” courses or units to allow students to pursue individually a course of study or research not offered in the Bates curriculum. This may be pursued as a course (using the number 360) or a unit (using the number s50). The student designs and plans the independent study, in consultation with the faculty advisor. The work must be completed during the semester or short term for which the student has registered for the course or unit, be approved by a Bates department or program, and be supervised by a Bates faculty member who is responsible for evaluation of the work and submission of a grade. Faculty members may refuse independent study requests.”

### **Administrative policy and specific guidelines for Independent Study Courses and Units:**

- The student initiates the project and plans its content in consultation with a faculty member. The project does not include activities normally considered extracurricular.
- Coursework may reflect upon summer activities; credit, however, is awarded for academic work done during the fall semester and the student **must** register during the spring before the activity takes place when a summer learning experience is a substantial component of the study. Students may not receive both transfer credit and independent study credit for the same summer activity.
- Students may not receive credit for employment if there is not a clearly defined academic component to the study.
- Coursework includes a reflective component, evaluation, and completion of an agreed-upon “product.”
- Coursework should not bear a strong resemblance to a course or unit in the curriculum.
- The student and the faculty member should have frequent contact during the semester or short term.
- The student must be in residence and may not complete an independent study away from campus unless participating in a Bates Fall Semester Abroad or CBB Program.
- No more than three students may enroll in the same independent study course or unit.
- Grading is rigorous and the work equivalent to other 300-level Bates courses.
- Students may register for no more than one independent study course during any given semester.
- A student may complete a total of only one short term independent study unit. Thus, once a student completes a short term independent study unit, he or she is not eligible to register for one again in the future.
- Independent study courses/units require departmental or program approval and are reported to the curriculum and calendar committee and to the faculty annually.

Please see a staff member in the Registrar and Student Financial Services Office for assistance or additional information regarding independent study courses and units.

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