

INDEPENDENT STUDY APPLICATION

An Independent Study is an individual research project which investigates an area or topic not treated extensively in a regular course. It is to be designed in consultation with the instructor who supervises the Independent Study. This option is limited to third or fourth year degree students whose cumulative GPA in their major field is 3.0 or higher.

To undertake an Independent Study, you must submit a completed application form to the Office of the Registrar by April 1 for Spring semester, May 1 for Fall semester and by December 1 for Winter semester. The course will not be officially registered until all necessary approvals, signatures and the course syllabus have been obtained.

Please submit this form in its entirety. If you have any questions, please email registrar@ambrose.edu. For more information please refer to the Academic Calendar.

TO BE COMPLETED BY THE STUDENT

STUDENT INFORMATION	
Name:	
Student ID:	
Program:	
CGPA:	
COURSE INFORMATION	
Course Title:	Course ID:
Semester/Year:	
Professor:	
Reason for Independent Study:	
REQUIRED SIGNATURES	
Student:	Date:
Academic Advisor:	Date:
Program Head:	Date:

TO BE COMPLETED BY THE INSTRUCTOR

COURSE DETAILS

Instructor Name:	
Instructor Signature:	Date:
<input type="radio"/> Syllabus Attached	

Please Note: It is the student's responsibility to have this form completed in its entirety. Once completed, please return the form to the Registrar's Office by either dropping it off at the counter or emailing it to registrar@ambrose.edu.

TO BE COMPLETED BY THE OFFICE OF THE REGISTRAR

APPROVALS	
Application Status: <input type="radio"/> Approved <input type="radio"/> Denied	Date:
Academic Dean:	Date:
Registrar's Signature:	Date:
FILING	
<input type="radio"/> Student, Advisor, Professor and Dean's Office Notified <input type="radio"/> Action Entered in SIS <input type="radio"/> Student Registered in Class	
Filed By:	Date: