



LAKE ERIE

440.375.7010
registrar@lec.edu

COLLEGE

Independent Study/Individual Investigation Approval Form

An **Independent Study** is a course offered regularly in the curriculum but which is necessary for the students to take on an individual basis. An **Individual Investigation** is a focused-research or advanced performance project, not offered in the current undergraduate catalog.

Students will be limited to one Independent Study/Individual Investigation per academic year.

To be eligible for independent coursework, the student must:

Please check each requirement indicating you meet or have fulfilled the requirement.

- Have attained junior or senior status
- Have a cumulative GPA of 3.0
- Have a 3.0 in the major or concentration, if the course will satisfy a major requirement
- Attach a syllabus for the course, including meeting times, assignments and deadlines
- Attach a copy of their current degree audit and unofficial transcript

| | | | | |
|----------------------|-------------------------------|--|---------------------------------|----------------|
| Student ID# _____ | <input type="checkbox"/> Fall | <input type="checkbox"/> Spring | <input type="checkbox"/> Summer | _____ Year |
| Student Name _____ | | | | |
| Address _____ | | City & State _____ | | Zip Code _____ |
| Phone _____ | | Email _____ | | |
| Academic Major _____ | | Anticipated Semester of Graduation _____ | | |
| GPA _____ | | Total Credit Hours Earned _____ | | |

Independent Studies receive the same course number as listed in the catalog, Individual Investigations receive 160/260/360/460 depending on the level of difficult. Masters of Education and Masters of Business Administration receive the number 593.

| Course Code | Title | Cr. Hrs. |
|-------------|-------|----------|
|-------------|-------|----------|

Note: Students will be charged an additional \$100 per credit hour for tuition for any Independent Study. There is no additional fee for an Individual Investigation. Please initial indicating you understand this policy.

Student initials _____

Student: Please indicate the reason(s) why the course is necessary. *At least one option must be chosen.*

- Time conflict with required major course
- Capstone course
- Class cancelled
- Course not offered prior to graduation
- Other: _____

Advisor: Please provide any additional comments or reason to support the course.

This form must be completed fully, with appropriate attachments. The Office of Academic Affairs will return signed forms to the Registrar's Office for processing and communication with the student. Students may not start any independent coursework until the approval form has been processed by the Registrar's Office.

Student Signature and Date

Course Supervisor Signature and Date

Academic Advisor Signature and Date

For Dean/Vice President Use Only:

Approved **Disapproved**

Dean/Associate Dean Signature and Date

Waive the Independent Study Fee

Approved **Disapproved**

Provost Signature and Date

Disapproval Reason _____

Registrar Office Use Only:

Course Number: _____ Date Registered: _____ Staff Initials: _____

Special Instructions: