



Independent Study 699 / 999 Guidelines and Proposal/ Approval Form for Engineering Graduate Students

Approval of an Independent Study course proposal must be obtained prior to registration. If prior approval is not obtained, the credits earned will not count toward the degree requirements. Graduate Students must submit a proposal at least TWO WEEKS prior to the start of the semester in which the course is to be taken and submit to EMS 379.

- Independent Study courses may be used to cover: (a) **an identifiable area of study** necessary to fill an otherwise unavailable course OR (b) **an existing course** in CEAS when scheduling sequence or conflicts preclude a student from taking the course prior to anticipated graduation. **Independent Study must not be used as part of a student's research work.**
- A **proposal** must be typed and contain a **detailed description** of what the student plans to do. It should describe the overarching goals of the Independent Study, the topics the student and the supervisor plan to cover, the deliverables expected from the student (e.g., homework, presentations, projects, etc.), reference materials and timeline outlining the progress of the work.
- Independent Study Supervisor **must** provide the statement outlining the grading criteria, sign this form and the actual proposal.
- Credit limit for Independent Study courses: MS Program only three (3) credits are allowed; PhD Program only six (6) credits are allowed.

STUDENT NAME (print): _____ UWM ID: _____

EMAIL ADDRESS: _____ MS or PhD:

Registration Information:

Number of credits (1 - 3): _____ Semester/Year: _____

Independent Study:(Please write in the program abbreviation) _____ - 699 or _____ - 999

Independent Study Supervisor (print): _____

Approvals: (Signatures and Date)

Student's Advisor: _____ Date: _____

Independent Study Supervisor: _____ Date: _____

Department Chair: _____ Date: _____

Return to the Graduate Program Office for Associate Dean **Approval/Signature**

CEAS Associate Dean: _____ Date: _____