

SCHOOL OF HUMANITIES  

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UNIVERSITY of CALIFORNIA • IRVINE

## Independent Study

The independent-study option, available primarily to upper-division students, allows a student to create a course with an instructor. The plan for the course will include a reading list, a group of assignments, examinations, papers, or similar evidence of intellectual achievement on which academic credit will be based. A description of the course and of its requirements must be approved by the student's faculty supervisor and by the supervisor's department chair.

In order to organize an independent study course, you need to do the following:

- 1) Find an instructor who will be willing to act as your faculty supervisor.
- 2) Create a course topic, a reading list, and course objectives for your independent study; decide with your faculty supervisor how your academic performance will be measured.
- 3) Fill out the Independent Study Proposal and obtain the signatures of your faculty supervisor and the Department Chair of your supervisor's department.
- 4) Obtain a course code and an authorization code from your faculty supervisor's Department Office. Enroll in the class via WebReg using the provided course code and authorization code.

This process must be completed by 5pm on Friday of the second week of the quarter to meet the School of Humanities add deadline.

**NOTE: If you wish to receive credit for your Independent Study course toward degree requirements other than elective units, you must also:**

- 1) Fill out a Humanities Undergraduate Student Petition Form, specifying which requirement you wish to satisfy with your Independent Study course. Unless otherwise specified in the General Catalogue, only one 199 may be petitioned toward major requirements.
- 2) Attach a copy of your approved Independent Study Proposal.
- 3) Obtain the signature of the Undergraduate Director and submit the petition form to the Humanities Undergraduate Counseling Office in HIB 143 for Dean's approval.

## Internship Credits

Internship Policy: In most cases, Humanities students are not allowed to earn credit for off-campus internships. However, if a department or program determines that the internship is academically appropriate and promotes the student's academic goals, the student may take the internship as Independent Study and unit credit will be given. The sponsoring department or program and the instructor will in all cases require a substantial academic product, such as a paper, growing out of the internship.

A student who wishes to seek approval for an off-campus internship and earn course credit must file an Independent Study form with the department/program of the sponsoring faculty. A student who wishes to apply approved credit toward degree requirements, other than elective units, must also petition for approval from the Humanities Undergraduate Study Office, prior to beginning the internship.

UCI approved internship courses are applied to major requirements as specified by individual major requirements.

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Course code: _____
Authorization code: _____
Dept: _____

**Independent Study Proposal**

Independent Study proposals must be approved by the faculty advisor and department chair *and the student must be fully registered in the course by 5pm on Friday of the second week of the quarter.* **In addition to getting the proposal approved, the student must obtain a course code and authorization code from the faculty member's Department Office and enroll via WebReg.**

If you wish to receive credit for your Independent Study course toward degree requirements other than elective units, you must also petition for approval from the Humanities Undergraduate Counseling Office using the Undergraduate Student Petition Form.

NAME \_\_\_\_\_ Student I.D. \_\_\_\_\_

Address \_\_\_\_\_ Major \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

Class Level: Fr\_\_ So\_\_ Jr\_\_ Sr\_\_ Quarter/Year \_\_\_\_\_

Faculty supervisor's name \_\_\_\_\_ Department \_\_\_\_\_ Units \_\_\_\_\_

TOPIC \_\_\_\_\_

TEXTS \_\_\_\_\_

\_\_\_\_\_

PAPERS \_\_\_\_\_

EXAMS \_\_\_\_\_

OBJECTIVES \_\_\_\_\_

\_\_\_\_\_

SUPPORTING COURSE WORK TAKEN AT UCI \_\_\_\_\_

\_\_\_\_\_

SIGNED: (1) STUDENT \_\_\_\_\_ DATE \_\_\_\_\_

(2) FACULTY \_\_\_\_\_ DATE \_\_\_\_\_

(3) CHAIR \_\_\_\_\_ DATE \_\_\_\_\_