

## Independent Study Application Records Office

Independent Study is a special opportunity for qualified students to do supervised work for credit in areas of interest not available to them through MCAD's scheduled course offerings. The program requires tutorial supervision by a faculty member as well as independent work. Any full-time faculty member may serve as an independent study sponsor, but is not required to do so. The faculty member must be convinced that the proposed work is the equivalent of a three credit course in both content and substance. **Students must meet with the appropriate Department Chair to discuss their proposal prior to completing this form. This form must be submitted by the end of the Add/Drop period of the semester in which the independent study is taking place.**

\_\_\_\_\_  
MCAD Student ID

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

**Class Level:**      Junior                  Senior

**Cumulative GPA (min 3.0 required):** \_\_\_\_\_

**Area of Independent Study:**

Creative Entrepreneurship

Liberal Arts

Design

Media Arts

Fine Arts

**Number of Credits Requested (max 3 credits):** \_\_\_\_\_

**Attach a brief written description of the work to be completed in this independent study. This form will not be accepted without the description. The following information must be included:**

- Faculty sponsor name
- Goals and objectives
- Project description
- Readings/research
- Frequency of meetings with faculty
- Description of how work will be evaluated
- Timeline

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
Faculty Sponsor Signature

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
Department Chair Signature

\_\_\_\_\_  
Today's Date

*Return this form to the Records Office: [records@mcad.edu](mailto:records@mcad.edu) or Morrison M103.*

8.2024