# **SUMMER ONLY**

### UNIVERSITY OF CALIFORNIA, MERCED

# **Independent Study Form**

5200 N. Lake Rd., Merced, CA 95343 / Phone: (209) 228-7178 / summersession.ucmerced.edu

Complete all information, sign your request, and return this form to the Students First Center. You must be formally admitted to UC Merced to participate. Incomplete forms will be returned to the student.

To view all deadlines and unit fee rate associated with an Independent Study, visit <u>summersession.ucmerced.edu</u>. School specific information is also available on the back of this form.

Street Address	<b>Personal Information</b> Ound	ergraduate C Graduate	UCM ID Number				
Course Information  City State Zip  Course Information  Cisx Week Session (Session A) Eight Week Session (Session B) Six Week Session (Session C) Twelve Week Session (Session D)  Select School/Program: Soe SNS SSHA MWP Graduate  Specify course subject code: (Fxample: PSY or BIO. Reference catalog for further information about each course.)  Specify one course number from the following:  Research (095, 195, 295) Directed Group Study (098, 198, 298) Individual Study (099, 199, 299) Other  Number of units X hours of work per week = total weekly hours of work  Six Week Session: 1 unit equivalent to 8 hours research/week  Frinted name of Instructor(s):  Coursework completed relevant to research:  Signatures  Student Date  Grading option for CHEM 095, CHEM 195, QSB 299 are instructor preference. Instructor must specify grading option after their signature on this form.  Instructor Date  Linstructor Date  Dean or Designee* Date  Peagured for undergraduate students adding a course  Office Use Only Upstated on #E. Date Date Date Date Date Date Date Date	Last Name	First Na	me		M.I		
Course Information    Six Week Session (Session A)   Eight Week Session (Session B)   Six Week Session (Session C)   Twelve Week Session (Session D)   Select School/Program:   SOE   SNS   SSHA   MWP   Graduate	E-mail						
Six Week Session (Session A)	Street Address						
Select School/Program: SOE SNS SSHA MWP Graduate  Specify course subject code:	Course Information						
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	Office Use Only				Updated on: 05/01/2018		
Student Registered on: by	CRN Assigned: Cours	e Section #:	Date Completed: _	b	y		
	Student Registered on:		by				

### **Instructions for submitting Independent Study Form (for undergraduate students):**

## **School of Engineering (SoE):**

- 1) Find professor to work with
- 2) Sign up for one of the SoE subjects
- 3) Select units. Up to 4 units of Independent Research may be used for technical elective credit for engineering majors.
- 4) Complete Independent Study Form with the Professor that has agreed to oversee your research
- 5) Submit completed form to the School of Engineering Dean's Suite (SE2 315)
- 6) Once approved, you will be e-mailed and notified to pick up the form and submit it to the Students First Center to be registered for the course

## **School of Natural Sciences (SNS):**

- 1) Find professor to work with
- 2) Based on major, sign up for one of the SNS prefix subjects. For students registering for PHYS 196, use the Other box to complete the course number
- 3) Select units
- 4) Fill out Independent Study Form with the Professor that has agreed to oversee your research
- 5) Submit completed form to Natural Sciences' Dean's Suite (SE1 270)
- 6) Once approved, you will be e-mailed and notified to pick up form and submit it to the Students First Center to be registered for the course

#### **Merritt Writing Program (MWP):**

- 1) Drop off completed form to Academic Office Annex (AOA) 128
- 2) Once approved, you will be e-mailed and notified to pick up form and submit it to the Students First Center to be registered for the course **School of Social Sciences, Humanities and Arts (SSHA):**
- 1) Completely fill out independent study form and answer the following questions in the text box below
  - a. How many contact hours/week are you requesting and how will those hours be used? How many hours will be spent doing research/project and how many hours will you be working with the Faculty member? (ex: 3 hours of independent research in lab plus 1 hour meeting w/ Faculty member per week)
  - b. What will your primary responsibilities include?
- 2) Drop off form to SSHA Reception Desk (COB 259)
- 3) Return to SSHA Reception Desk in 3 full business days to pick up your form and submit it to the Students First Center to be registered for the course