REQUEST FOR INDEPENDENT STUDY FORM

To request an independent study course, please fill out the following information, obtain the instructor and your Department Chair approval signatures, and return to the Office of Student Services (110 Meyerson Hall).

Please see the full policy on the back of this form.

Student Information *(please print clearly)*

<table>
<thead>
<tr>
<th>Date:</th>
<th>Term:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Name:</td>
<td>PennID:</td>
</tr>
<tr>
<td>Program(s):</td>
<td></td>
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<tr>
<td>Email Address:</td>
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</tbody>
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Brief Description of Proposed Independent Study *(attach additional items, if necessary)*

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
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Student Signature __________________________ Date __________

Approvals:

Instructor Signature __________________________ Date __________

Department Chair Signature _____________________ Date __________

Registrar Signature __________________________ Date __________

*Internal Use Only:*

Assigned Course Code: _______-_____-______        CUs: ________

PennDesign, Office of Student Services, Location: 110 Meyerson Hall
Email: registrar@design.upenn.edu, Phone: 215-898-6210
Revised July 2013
Independent Study Courses
Students interested in pursuing an individual study project should obtain a Request for Independent Study form online or in 110 Meyerson Hall. The student should then approach a faculty member and obtain agreement from them to direct their project. It is the responsibility of the student to define the individualized project. Student must obtain the appropriate signatures from their advisor and Department Chair. Independent Study courses may not duplicate other courses offered during the same semester. Students should bear in mind that faculty members are not required to supervise an Independent Study course. If approved, the student submits the completed and approved form to the PennDesign Office of Student Services for processing. The student will receive confirmation by e-mail.

Questions: registrar@design.upenn.edu