

Independent Study Guidelines – Ph.D. in Technology

The independent study is designed to allow students to acquire knowledge and skills along with outcomes that support the student's scholarly agenda consistent with their dissertation research. The independent study should address content and experiences that cannot be accomplished within the purview of existing and available coursework.

The student working on an independent study must be capable of working with minimal supervision; be self-motivated and responsible enough to assume the primary responsibility for the learning activity.

It is the student's responsibility to:

1. Work with their faculty supervisor or dissertation chair to identify the topic, problem, or project to be studied/developed.
2. Adhere to scheduled periodic meetings with the dissertation chair/faculty supervisor.
3. Complete the project within the scheduled time. The underlying assumption of the student's degree of prior preparation and ability would mandate that the activity should be completed on schedule.
4. Use a copy of the approved proposal to guide all independent study guidelines.

Regulations Affecting Independent Studies

1. A minimum of 9 credit hours towards the Ph.D. program at EMU must be successfully completed before the student may register for an independent study.
2. **No graduate student may earn more than 6 Independent Study credits.**
3. Independent Study credits may be used to meet the requirements for the cognate, concentration, or elective courses.
4. Independent study credit may not be earned, in part or whole, through participation in conventional course offerings.
5. The faculty member supervising the independent study must be a member of the faculty working in the area of the student's program concentration or specialization.

Procedure

1. The student must work with their faculty supervisor or dissertation chair to complete the Independent Study proposal and identify a clear list of outcomes which the study is intended to address and select from one of the following:
 - a. COT 877 – 1 credit hour
 - b. COT 878 – 2 credit hour
 - c. COT 879 – 3 credit hour
2. The student will complete the final proposal and obtain a signature from their faculty supervisor or dissertation chair.
3. The dissertation chair approves the study proposal as an appropriate part of the student's POS.
4. The proposal must be signed by the faculty member who will be supervising the independent study.
5. A copy of the final approved proposal is signed and approved by the faculty supervisor and the Dissertation Chair. It then is sent to **Amy Homrich** and she will obtain the approval of the program coordinator and enable the student to register for the independent study under the dissertation chair or other faculty member.

College of Technology – Ph.D. in Technology Independent Study Request

Date of Request ____/____/____

Student Name _____ EID _____

Title of Study _____

Semester Completing Independent Study - Semester _____ Year _____

Course Selection Credits (select one)

____ COT 877 – 1 credit hour

____ COT 878 – 2 credit hour

____ COT 879 – 3 credit hour

Other Subject: _____ Course: _____

The independent study proposal developed MUST include the following (attached on a separate page):

1. Purpose, objectives and description of the effort
2. Specific outcomes to be addressed
3. Justification for pursuing each outcome
4. Description of proposed final paper and/or product
5. Description of the methodology to be used
6. A brief timeline for the major steps and outcomes

I have read and agree to the above mentioned guidelines for this requested Independent Study

Student Signature: _____ Date: ____/____/____

Approvals

Faculty Supervisor _____ Date: ____/____/____
(if different than chair)

Dissertation Chair: _____ Date: ____/____/____

Ph.D. Program Coordinator _____ Date: ____/____/____

Department Use Only:

Prior Independent Study Credits: _____

CRN: _____ Date: _____