

## Independent Study Guidelines & Form

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Elliott School students can arrange to receive credit for individualized academic projects through an Independent Study. The student is expected to engage in study that is supervised by a faculty advisor. Independent Study coursework must not duplicate courses that are traditionally offered at the University. The final work product must have been developed with the Independent Study faculty advisor. The faculty advisor may be any full-time GW professor; however, he/she must have knowledge of the issue or topic the student will explore in the independent study. The responsibilities for the faculty advisor include:

- Sign the student's Independent Study application
- Meet with the student regularly during the semester
- Assign appropriate readings, review/revise the final product periodically
- Submit a grade at the end of the semester\*

\* The Elliott School will mail a form to the faculty advisor about two weeks prior to the end of the semester to request a grade.

### Academic Requirements:

- Research Paper - Students must complete a research paper relevant to contemporary international affairs. The paper is to be developed over the course of the semester in conjunction with the faculty advisor. The faculty advisor has final approval on all aspects of the paper except the length, which is set by the Elliott School.\*
- Readings - Decisions regarding what books and articles must be read are to be negotiated by the student and the faculty advisor. Faculty advisors may assign readings or they may approve readings that students suggest if they feel the content is appropriate and relevant. In addition, faculty advisors have the authority to set deadlines and assign any related work.
- Faculty/Student Meetings - The faculty advisor and student will meet regularly throughout the semester.

\* The number of credits determines the length of the research paper:

- 1 credit = 10 page minimum
- 2 credits = 20 page minimum
- 3 credits = 30 page minimum

### Additional Requirements for Undergraduate Students:

Undergraduate students must have junior or senior standing and a minimum cumulative grade point average of 2.5.

# Independent Study Form

Name: \_\_\_\_\_

GWid: \_\_\_\_\_

GW Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**Semester of Independent Study:**

(Select One)

 Fall Spring Summer

**Year of Independent Study:** \_\_\_\_\_

**Number of Credits:**

(Select One)

 One Two Three

**Faculty Advisor:**

(Please Print)

\_\_\_\_\_

**Department:**

\_\_\_\_\_

**Faculty Advisor Phone:** \_\_\_\_\_

**Faculty Advisor Email:** \_\_\_\_\_

**Brief Description of Project/Assignment:**

This form must be submitted to the Elliott School Office of Academic Advising and Student Services, located at 1957 E Street, NW, Suite 302, within the first two weeks of the selected semester. Upon approval, your academic advisor will register you.

**Student Agreement:**

Standing:  Undergraduate

Graduate

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

\_\_\_\_\_  
Date

**Faculty Agreement:**

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

\_\_\_\_\_  
Date

**ESIA Academic Advising Approval:**

Copied for Prof.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date