

# Independent Study/Tutorial Form

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

UNI: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Term/Year: \_\_\_\_\_

Independent Study or Tutorial Topic: \_\_\_\_\_

### Independent Study/Tutorial Policy:

A tutorial, or independent study, offers students the opportunity to study content not offered in the regular course program. Prior to registering for a tutorial, a student must reach an agreement regarding the tutorial with the full-time faculty member who is agreeing to serve as instructor and secure the approval of the student's advisor and the Senior Assistant Dean for Academic Affairs. This form documents the review and approval of the tutorial plan.

### Instructions:

1. Complete the information requested below and attach a description of the plan for the independent study, including the content, objectives, time frame, assignments, and plan for evaluation to Senior Assistant Dean Marianne Yoshioka in Room 619.
2. Once all the information is completed, please return this original form for processing to Ms. Karma Lowe, in the Office of Student Services, Room 523. You will not be able to register for this course via the online registration system.
3. Registration for this course must be processed manually through the Office of Student Services. Note that independent study courses may earn 1 to 3 credits.

---

I have approved the attached independent study plan for the following semester:

Fall  Spring  Summer Year \_\_\_\_\_

Number of Credits: 1.0  1.5  2.0  3.0

\_\_\_\_\_  
Instructor (print name and sign)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Advising (print name and sign)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Senior Assistant Dean

\_\_\_\_\_  
Date