

CHOWAN UNIVERSITY

INDEPENDENT STUDY APPLICATION

IMPORTANT:

- * No more than nine (9) credit hours of independent study courses may apply toward a bachelor's degree.
- * No more than six (6) credit hours of independent study courses may apply toward an associate's degree.
- * An independent study must be completed in the semester in which it is approved.

Instructions to Student:

1. Complete this form with assistance of course instructor.
2. Secure required approvals (below)
3. Pay fee (equivalent of 1 hour of tuition) in addition to the applicable tuition rate for the course.
4. Return completed form to the Registrar's Office. Deadline is the end of the Add period of the semester in which the course is taken.

| | | | |
|---------------------------|--------------|----------------------|--|
| Student Name | | ID # | |
| Course Number | Title | Credit. Hours | |
| Term (Fall/Spring) | Year | | |

****SYLLABUS MUST BE ATTACHED.****

| | | |
|---------------------|------------------|-------------|
| Student Name | Signature | Date |
| | | |

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| Instructor's Name | Signature | Date |
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| Advisor's Name | Signature | Date |
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|-------------------------|------------------|-------------|
| Department Chair | Signature | Date |
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|-------------|------------------|-------------|
| Dean | Signature | Date |
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|------------------------|------------------|-------------|
| Business Office | Signature | Date |
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|----------------|------------------|-------------|
| Provost | Signature | Date |
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Under certain specific conditions, students may be eligible for a fee waiver. A request for a fee waiver must be made in writing by the department chair and attached to this form. The Provost and the Vice President for Business Affairs must approve the fee waiver.

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| Provost | Signature | Date |
| Danny Moore | | |

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|---------------------|------------------|-------------|
| VPBA | Signature | Date |
| Donnie Clary | | |

Completed form must be taken to the Registrar's Office for registration.
Copies to: Student, Instructor, Advisor, Chair, Dean, Provost, and Business Office.

Revised 9/4/2013