

INDEPENDENT STUDY FORM

The Department of Asian Languages and Cultures offers independent study courses in the Asian Studies (ASIAN) and Asian Languages (ASIANLAN) divisions. Independent study sections can only be offered if the intended area of study is NOT already a regular part of the department's course offerings. Students should read the ALC Independent Study Policy on our website (lsa.umich.edu/asian) under "Language and Academic Programs" before applying.

FOR THE STUDENT:

A proposal must be submitted in which the student outlines in detail the work s/he wishes to do with the instructor. The following must be included within the proposal:

1. Student name
2. Student ID number
3. Student email address
4. Name of the independent study instructor
5. Term
6. Requested independent study number (either ASIAN 499 or ASIANLAN 499)
7. Number of credits (1 credit = 3 hours of work per week)
8. Estimated meeting schedule with supervisor (e.g. 2 hours every other week)
9. Syllabus (drafted in collaboration with the independent study supervisor)
10. A brief statement (1-2 paragraphs) on how this independent study compliments your program

This form with the aforementioned items and signature of the instructor must be returned to 4111 STB by **the end of the second week of classes of your intended term of study**. It will then be sent to the ALC Curriculum Chair for approval. The student will be notified via email of the decision; approval can take up to four (4) business days.

FOR THE INSTRUCTOR:

I wish to work with this student on the attached independent study project. I am agreeing to oversee this project in addition to my regular course load. I will establish meeting times with the student and provide guidance/instruction when needed. I will award a final grade for the independent study via Wolverine Access no later than eight (8) days after classes end.

SIGNATURE: _____

In lieu of a signature from the instructor, an email of approval may either be attached to the proposal or be sent directly to the ALC Student Services Assistant.

FOR THE ALC CURRICULUM CHAIR:

I agree that the attached proposal is acceptable and an override may be issued to the student.

SIGNATURE: _____