Lees McRae COLLEGE

# Individualized Study Request

As a part of the academic program of Lees-McRae College a student may enter into an agreement with a professor in accordance with provisions as specified in the college catalog to gain up to four (4) semester hours of individualized study credit. Limitations include:

1. All work must be satisfactorily completed by the last day of the semester.
2. Only one Individualized Study may be taken each semester.
3. Individualized Studies must be taken during the semester in which credit is awarded.

Student Name:_____ ID #:_____

Campus: ☐ Main ☐ Online ☐ Surry Community College

Email:_____ Phone:_____ Major:_____

Class Status:_____ Semester Hours Earned:_____ Cumulative GPA:_____

**Has permission to enroll in:**

Course ID:_____ Course Title:_____

Number of Credits (1-4):_____ Semester:_____ Year:_____

Instructor Supervising Individualized Study Course:_____

**Course Requirements:** Attach a course syllabus or detailed statement of course requirements:

1. Learning outcomes
2. Course goals
3. Course methodology
   - Specific books to be read
   - Other research to be conducted
   - Assignments
   - Paper and project requirements
4. Assessment criteria
5. Due dates for assignments
6. Dates for supervisory meetings and regular discussions between professor and student during the semester on the topic of study
7. Other formal parts of the agreement

**Rationale:** In the space below, indicate the rationale for the Individualized Study. (Note that Individualized Studies may not be taken in lieu of courses offered by the college.)

Student Signature:_____ Date:_____

Supervising Instructor Signature:_____ Date:_____

Advisor Signature:_____ Date:_____

Dean (Major) Signature:_____ Date:_____

Vice President for Academic Affairs Signature:_____ Date:_____

Registrar Signature:_____ Date:_____