INDEPENDENT STUDY GUIDELINES

Eligibility requirements:

- You must have a declared major in the School of Business
- You may not substitute an independent study for a School of Business course
- The instructor must be a School of Business faculty member

The School of Business strongly recommends that you discuss the possibility of an independent study project with a full-time faculty member from whom you have taken at least one course in which you have prepared a serious research paper to determine if the faculty will consider directing your study. In order to obtain faculty approval, it is also important that you develop a robust proposal on a topic of interest to the faculty member.

Registration process:

In order to register for an independent study MGMT, FNAN, MKTG, MIS, OM or ACCT 499, the faculty member who will direct your study must approve and sign off on a detailed proposal.

Your initial proposal should include the following elements:

1. Suggested Title
2. Nature of the Problem
3. Review of the Literature
4. Scope, Objectives, Limitations
5. Research Procedure and Data Sources
6. Tentative Outline

As a general guideline, it takes 10-25 hours of serious effort to develop a viable proposal. You should have the proposal completed prior to the beginning of the semester. A 3-credit independent study project should amount to at least 100-150 hours of work.

To submit your proposal for approval, you and your faculty member must sign and date the copy, then bring it to the School of Business Office of Student Success & Academic Services, Enterprise Hall, Room 008, MS 5A1. A copy of the approved proposal should be provided to the faculty member as well.

All independent study proposals must be approved by the Assistant Dean for Undergraduate Programs.

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