Independent Studies, Directed Reading, or Internships

Basic format for plan of study

To assist in the coordination of Independent Studies, Directed Readings, or Internships, all students must receive approval of this plan of study contract before enrolling for the courses listed below. At the end of the term, faculty will be asked to submit a grade for the work on the basis of this contract (or an approved revised form filed with the Graduate Programs Assistant, Margaret Dunstan). If there are any questions, please see the Graduate Director. Students will not be allowed to register for these courses until they have filed an approved plan of study.

Please circle your course choice:

<table>
<thead>
<tr>
<th>Course Title</th>
<th>MS Credits</th>
<th>PhD Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Independent Study* (1---6 credits)</td>
<td>HU5900</td>
<td>HU6900</td>
</tr>
<tr>
<td>Directed Reading** (1---6 credits)</td>
<td>HU5901</td>
<td>HU6901</td>
</tr>
<tr>
<td>Internship</td>
<td>HU5902</td>
<td>HU6902</td>
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<tr>
<td>Doctoral Qualifying Exam Prep</td>
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<td>HU6903</td>
</tr>
<tr>
<td>Thesis/Doctoral Research (1---10 credits)</td>
<td>HU5990</td>
<td>HU6990</td>
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<tr>
<td>Independent Study Coursework*** (1---3 credits)</td>
<td>HU5992</td>
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<tr>
<td>Special Projects**** (1---6 credits)</td>
<td>HU5991</td>
<td>~</td>
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<tr>
<td>Practica*****</td>
<td>HU 5932</td>
<td>HU 5934</td>
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<td></td>
<td>HU 5935</td>
<td>HU6090</td>
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</tbody>
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*Independent Study – guided research under direction of faculty member
**Directed Reading – in a focused area under direction of graduate faculty member
***Independent Study Coursework – paper preparation for oral defense
****Special Projects – Work with advisor on Master’s Project
*****Practica – 1 Credit Pedagogy Training Course

Student’s Name: ________________________________

Students MTU ID#: ______________________________

Please circle your degree: MS PhD Year in Program: ________________

HU Faculty Sponsor’s Name: ________________________________

Please circle the semester: Fall Spring Summer Year: ________________

Number of credits requested: ________________  
(Note: 1 credit is equivalent to about 50 hours of work over the semester)

Signature of Student: __________________________ Date: ________________

Signature of Faculty: __________________________ Date: ________________

Signature of Grad Director: ______________________ Date: ________________

Count towards coursework: __________ Grad Director Initials of approval: __________
Title (if applicable):

Briefly detail:

1. What are the purpose/goals/expectations of this study?

2. What is the proposed reading list (or project/duties) to be covered this term?

3. How often (and how far along) will the student and faculty member meet?

4. What writing/final projects are expected?

5. Because these courses are graded with letter grades: By what criteria will this work be evaluated for a grade (A, AB, B, etc.)?

SOMENOTES ON POLICY

- To limit the burgeoning number of independent studies, directed readings, and internships (for which faculty get no release time), the RTC Steering Committee recommends that such independent work be reserved for advanced students (second year and beyond); that is, students who have completed the bulk of their coursework. The expectation is that beginning students should be joining in the conversation of the communities of their peers and their faculty in the regularly scheduled courses, and not substituting independent work for coursework. Such independent work must not impede the students' progress in regularly scheduled courses.

- During summer semesters, students receiving Michigan Tech support MUST register for credit. Students who are not supported by Michigan Tech are not required by us to register, though they may have other obligations for loans, etc. That credit may be either in the form of a course (usually 3 credits) if advised by their faculty advisor OR on credit of independent study. All students should consult with their advisors before registering for summer; no student will be allowed to sign up for independent work without prior WRITTEN approval of the faculty and graduate advisor.

- Independent work in general is not intended to substitute for the regularly scheduled coursework. However, in special circumstances, and only with prior approval of the student's Advisor (or Advisory Committee) and the Graduate Director, three credits of independent study may be considered to count towards the coursework requirements of the PhD or MS curriculum.

- Master's students working on theses or projects should register for HU5990 or HU5991, respectively; they must meet with their advisors before registering.

- PhD students preparing for comprehensives frequently enroll in HU6900/6901 during these semesters immediately before and during the taking of their comps.

- All and only those PhD students working on dissertations after passing their comprehensive examinations should enroll for HU6990 Dissertation Research credits.