



Directed Research & Independent Study Proposal Form

Please complete this form and obtain signatures BEFORE returning form to undergraduate advisor in Meinel 403 or via email.

Student Name _____ Student ID # _____

Student Phone # _____ Student E-mail _____

Class Standing in Optical Sciences Curriculum (circle one): Freshman Sophomore Junior Senior

Independent Study for Freshman/Sophomores, Course Number:

(check one) OPTI 299 299H 399 399H 499 499H

[Honors credit requires a technically based project with independence and a written report - five pages per unit, not including cover page; double spaced, Times New Roman 11-12 font. Submit report to Academic Programs in Meinel 403]

Directed Research for Juniors/Seniors, Course Number: (check one) OPTI 392 492

[Advanced Standing required. Project advisor to decide how the student will summarize the research performed. Examples include written summary, poster presentation, oral presentation.]

How will the student summarize the research performed for directed research credit? Please provide specific details:

Number of Units _____ [Note: For independent study (e.g., x99) each unit of credit translates to three hours per week dedicated to the class. For directed research (e.g., x92) each unit of credit at minimum translates to four hours per week (3 in-person/lab hours, 1 hour outside/not in lab)]

Semester _____ **Year** _____

Project Advisor _____ **Department** _____

Date for mid-semester evaluation of student performance _____

[Note: One mid-semester evaluation should be completed before the drop deadline and a copy must be submitted to Academic Programs in Meinel 403.]

Title of Project _____

Estimated hours per week Student will spend on project _____

Estimated Project Advisor/Student contact hours per week _____

Description of project and anticipated product: (syllabus or project plan may be attached)

SIGNATURES REQUIRED:

STUDENT _____ DATE _____

PROJECT ADVISOR _____ DATE _____

Policies for Independent Study

Updated with policies & guidelines approved by Undergraduate Curriculum Committee 4/25/17

299, 399, 499 Independent Study:

Open to Optical Sciences & Engineering freshman and sophomores. Grades Available: S, P, F, I, W

299H, 399H, 499H Independent Study - Honors:

See Honors College Guidelines for Independent Study,

<https://www.honors.arizona.edu/course-policies>

Honors credit requires a technically based project with independence and submission of a written report. Five pages per unit, not including cover page; double spaced, Times New Roman 11-12 font Grades Available: A, B, C, D, E, I, W

392, 492 Directed Research Units:

Open to Optical Sciences & Engineering juniors and seniors. Grades Available: A, B, C, D, E, I, W.

Project advisor to decide how the student will summarize the research performed.

Examples include written summary, poster presentation, oral presentation.

Guidelines for Directed Research/Independent Study

1. The student should have a specific proposal or project in mind when requesting an Independent Study course. Independent study cannot be an effort that you can find in a class offered by the college/university.
2. The enrollment fee for Independent Study credit is calculated at the same rate as for other credit courses.
3. Students should enroll within the first three weeks of the Fall and Spring Semesters or immediately after the beginning of Winter or Summer Sessions. Students must complete the required 45 hours of course work per credit unit before the last day of the term. The last day to register for Independent Study in Fall and Spring Semesters without incurring a late charge is the same as for all other courses; see <http://www.bursar.arizona.edu/students/fees/census> and http://www.bursar.arizona.edu/students/fees/late_charge.asp.
4. Students enrolled in an Independent Study or Directed Research project cannot be paid for the same hours as lab work. Paid laboratory work must follow university policies for student employment. Pay recommended for summer research work in lieu of directed research.