

## MPA Independent Study Request Form

(MPA students only)

Independent study is available on a very limited basis as a concentration course for students to investigate a specific topic or issue in depth. Independent study occurs under the direct supervision of a core faculty member. Independent study requires permission from the supervising faculty member and MPA Director approval before students may register. Independent study is limited to 3 credits during the course of the MPA program, and it may count as either a concentration course (with approval) or an elective; Independent Study cannot substitute a core course.

*Requirements to receive credits for independent study:*

- Students must have satisfactorily completed at least 18 credits in the MPA program to be eligible for an independent study.
- Have an approval from a SPAA faculty member to work on the independent study.
- Submit a detailed description of the proposed topic, the deliverables to be assessed, and a recommendation letter from the supervising faculty member to be considered by the MPA Director for approval.
- The typical minimum deliverable for Independent Study consists of a substantial research paper which includes literature review, collection of data, analysis. The supervising faculty may require additional assignments. To be submitted by the student and must be signed by both the student and the faculty advisor as well as the MPA Director.

Student Name: \_\_\_\_\_ RUID: \_\_\_\_\_

Faculty Advisor Name: \_\_\_\_\_ Email: \_\_\_\_\_

Course Name: \_\_\_\_\_ Course #: \_\_\_\_\_

Semester:  Fall  Winter  Spring  Summer Year: \_\_\_\_\_

Topic: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Method of Evaluation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Previous Independent Studies:  Yes  No

\_\_\_\_\_  
*Student's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Instructor's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*MPA Director's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
**SPAA Student and Academic Services Office Only:**

*Received by:*

\_\_\_\_\_  
*Full Name*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Date*