

MPA Independent Study Request Form

Independent study is available on a very limited basis for MPA students to investigate a specific topic or issue in depth. Independent study occurs under the direct supervision of a SPAA full-time 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. Independent study counts as an elective and cannot substitute a core course.

Requirements to receive credits for independent study:

- Students must have satisfactorily completed the MPA core courses before they are eligible for an independent study.
- Have permission from a SPAA full-time faculty member to supervise the independent study.
- Prepare the MPA Independent Study Request Form with a detailed description of the proposed topic and the deliverables to be assessed. 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. The form must be signed by the student and the faculty supervisor, and then signed by the MPA Director.
- Submit the signed form to the Academic Advisor no later than the first day of the semester.
- At the end of the semester, the faculty supervisor grades all submitted work and sends the final grade to the MPA Director. The MPA Director submits final grade to the University.

Student Name: _____ RUID: _____

Student Email: _____ # Credits Completed: _____

Faculty Supervisor Name: _____

Semester: Fall Winter Spring Summer Year: _____

Description of Proposed Topic: _____

Description of Proposed Topic (cont.): _____

Deliverables to Be Assessed: _____

Student's Signature

Date

Instructor's Signature

Date

MPA Director's Signature

Date

SPAA Student and Academic Services Office Only:

Received by:

Full Name

Date