

# Reading Area Community College Honors Program

## PROPOSAL FOR HONORS CREDIT THROUGH INDEPENDENT STUDY

Student \_\_\_\_\_ Student # \_\_\_\_\_

Faculty Mentor \_\_\_\_\_ Division \_\_\_\_\_

Semester/Year \_\_\_\_\_

The above named student will satisfactorily complete the following work to receive \_\_\_\_\_ honors credits. (Provide a summary of the proposal below and attach a separate sheet containing a detailed account.)

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

**Professor's Approval** \_\_\_\_\_ **Date** \_\_\_\_\_

**Division Chair Approval** \_\_\_\_\_ **Date** \_\_\_\_\_

Catalog # \_\_\_\_\_ Title \_\_\_\_\_

Course Division \_\_\_\_\_

**Honors Committee Approval** \_\_\_\_\_ **Date** \_\_\_\_\_

**Vice President/Dean of Academic Affairs Approval**

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

*(Over)*

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## What is independent study?

Independent Study is an instructional arrangement whereby a student can earn 1-4 honors credits through activity or study not available through the College's standard courses. Such activities are often cross-disciplinary in nature and are typically related to one's major or career goals.

The student and a faculty mentor work together to develop a proposal outlining the goals, time frames, and methodology involved. Upon successful completion of the proposed work, the student's academic record will indicate a specified number of honors credits have been earned through independent study. In addition, a summary of project achievements, written by the faculty mentor, will be included in the student's record.

The following guidelines may be helpful in planning independent study projects:

- The independent study option is intended to provide intellectual challenge and growth for students with high ability, a compelling interest in a particular discipline or area, and the capacity to work independently. A standard course involves forty hours of class instruction and often two or more hours of homework for each hour of class time. The time invested in an independent study project should be similar to that for a course of comparable credit.
- Students and faculty are encouraged to think creatively in planning independent study projects, which typically emphasize the importance of research, creative works, and/or three-dimensional products. Some examples of appropriate activities include: writing short stories, building a robot, presenting a musical recital, conducting an experiment, designing and implementing an educational program, producing a television documentary, conducting in-depth primary research.

## Who is eligible for the independent study option?

Any student who meets the criteria for taking honors courses may submit an independent study proposal. These criteria include the following: (1) submitting an Honors Program application and (2) meeting **one** of the following criteria: a 3.25 cumulative GPA--exclusive of developmental courses--with an minimum of 8 credits in college-level courses; graduation in the top 10% of high school class; a combined SAT score of 1100 or higher; successful completion (B average or higher) of accelerated high school courses (e.g., AP, honors, dual enrollment); appropriate scores on RACC placement exams; **or** special talent or ability in the area of a particular honors course (admission would be for a single course only).

## Applying and receiving credit for independent study:

A completed proposal (see reverse side) should be submitted to Dr. Donna Singleton, Coordinator of the Honors Program, no later than the final day of the drop/add period for a given semester. The student has full responsibility for seeking the necessary approvals identified on the proposal form.

The student must request the instructor's agreement to an independent study proposal. Faculty members are free to decline such proposals, so students are encouraged to seek faculty support prior to registration. Either the student or the faculty member may request the honors committee's approval of the proposal. However, the student is responsible for ensuring that the form is submitted to the Honors Program office (Y105) by the deadline.

The original contract will be placed in the student's permanent file in the Records Office (B107). When the student has satisfactorily completed the work described in the proposal, the faculty mentor will submit a final grade for the coursework. Independent study options are subject to standard College policies on incompletes.

*I have read the guidelines above concerning credit through independent study. To the best of my knowledge, my proposal adheres to these guidelines.*

Student Signature \_\_\_\_\_

Date \_\_\_\_\_