

## INDEPENDENT STUDY PROPOSAL

RECORDS OFFICE

PHONE: 703-993-8015 FAX: 703-993-8019 EMAIL: lwrecord@gmu.edu

---

Student: \_\_\_\_\_ G Number: \_\_\_\_\_ Term: \_\_\_\_\_

Faculty Supervisor: \_\_\_\_\_ Degree Program: J.D. \_\_\_ L.L.M. \_\_\_ J.M

JD Students Only: Number of credits \_\_\_\_\_ Independent Study \_\_\_\_\_ CR/NC \_\_\_\_\_ Out-of-Class Credits completed: \_\_\_\_\_  
*See JD Academic Regulation 3-3.1*

---

**Please use this form to type your proposal, faculty/student meeting plan, and the type of evaluation of your work product. Submit proposal to your independent study faculty supervisor for appraisal.**

**JD Students ONLY** Confirm your eligibility to enroll in an Independent Study under Academic Regulations:

I have or will have completed the first year of studies before pursuing an independent study. (AR 3-5.2)

YES: \_\_\_\_\_ NO: \_\_\_\_\_

Students in the bottom quartile of their class at the end of the prior academic year will not be permitted to enroll in any independent study without a showing to the Associate Dean for Academic Affairs of good cause. *I am not in the bottom quartile:* \_\_\_\_\_ *I am seeking a waiver of AR 3-5.3:* \_\_\_\_\_

Assignment:

Describe here the work product to be produced in detail, including a summary of the legal issues to be addressed. A one-credit class should ordinarily culminate in a 15-20 page paper, a two-credit class in a 25-30 page paper, and a three-credit class in a 35-45 page paper. If the student and faculty supervisor agree to alter the scope, topic, or length of the independent study project after the initial approval of the proposal by the Associate Dean for Academic Affairs or Associate Dean for Strategic Initiatives, an amended proposal must be submitted to the Associate Dean for approval no later than the conclusion of the sixth week of the academic semester.

Student/Faculty Meetings:

Specify here how often the student and faculty supervisor will meet. Generally, a one-credit independent study means occasional meetings, a two-credit independent study means meetings roughly every other week, and a three-credit independent study means meetings almost every week.

Credit(s) and Hours:

Specify here the number of credit hours to be earned and the number of hours that shall be devoted to the project. Generally, a one-credit independent study must result in approximately 60 hours of work by the student during the semester; a two-credit independent study must result in approximately 120 hours of work; and a three-credit independent study must result in approximately 180 hours of work.

Credits and Work Hours:

Grade Type:

Specify here if the work product will be assigned a letter grade or credit/no credit and how the faculty supervisor will evaluate the work product. Independent study activities should approximate in educational value, and in the quality and quantity of work demanded, conventional courses offering the same number of course credits. Grade Type:

Proposal Due Date, Project Due Date, and Requests for Extensions:

The initial proposal must be submitted to the Associate Dean for Academic Affairs at least one week prior to the last day to drop a course without academic approval (in the semester for which it is proposed to be undertaken). The work or project shall be completed no later than 5:00 pm on the last day of the exam period for which the student is registered for the independent study or the specific, approved, due date below. Students must submit their independent study work product to the Records Office, via email to lwrecord@gmu.edu, by the due date indicated below. Such work product shall conform to the independent study proposal (or in the case of an amended proposal, to the final proposal) approved by the Associate Dean. the work product that is submitted to the Records Office must be the exclusive work of the student. Any extensions to the deadline must follow the procedures outlined in the Academic Regulations for the student's program.

Proposal Due Date:

End of Term:

Specific Date:

Student Signature:

Date

Faculty Signature:

Date

Associate Dean

Signature:

Date