



Office of Academic Records Kendall College of Art and Design
of Ferris State University
17 Fountain Street NW Grand Rapids, MI 49503

INDEPENDENT STUDY APPLICATION

An Independent Study is an opportunity to pursue special topics or projects beyond the classroom. Please consult with your program advisor before filling out this form.

Requirements:

- A **syllabus** must be attached to this form.
- The student must be under the direction of a full-time term appointment, tenure-track or tenured faculty member with the approval of a program chairperson.
- A minimum **3.00 GPA** and **junior/senior standing** are required for consideration of application.

1. CHOOSE ONE:

Undergraduate: KC__ __ 399 Graduate: KG__ __ 599

2. SEMESTER: _____ 20 _____

3. Name: _____ **Student ID #:** _____

4. Daytime Phone: () _____ **FSU E-mail:** _____@ferris.edu

5. Major: _____ **GPA*:** _____ **Class standing* (e.g., Jr., Sr.)** _____

6. Student is taking Independent Study as (check one): Required Course Elective

7. Course Title: _____ **# of Credits:** _____

8. Course #: _____

9. Instructor: _____ **Contact (phone/email):** _____

10. Rationale for Independent Study (attach extra paper if necessary): _____

11. Meeting dates/time/place: _____

12. Evaluation Method: _____

13. Instructor Signature: _____

14. Program Chair Signature (student's major): _____

15. Program Chair Name (print): _____

16. Student Signature: _____

Student – please drop off completed form to Student Services

For office use only

Coordinator of Academic Advising: _____ **Date:** _____

Dean of Academic Affairs: ___ approve ___ not approve **Reason:** _____

Dean Signature: _____ **Date:** _____

Date Registered: _____ **by** _____ **# of credits** _____