Learning Contract for a "Y" Course: Regular Course as Independent Study

Student Name:_____________________________________________ Student ID #:____________________________

Total Number of Credits Earned:___________  Cum GPA:___________  Number of Credits for this Contract:_______

Credits and Length of Time: Every credit of independent study must demonstrate that the student has done at least 45 hours of work; therefore, a 3-credit independent study requires 135 hours of work.

Date Contract Begins:_______________________________  Date Contract Ends:______________________________

Department:_________  Course Number: _________  Title:________________________________________________

Student’s Major:__________________________________  Primary Advisor:__________________________________

Course last offered:________________________________  Course next offered:_______________________________

Sem  Year      Sem  Year

Reason for request:________________________________________________________________________________

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Schedule:

1 credit: Meeting #1 date:_____________________________ + Meeting #2 date:______________________________

2 credits: Meeting #3 date:_____________________________ + Meeting #4 date:______________________________

3 credits: Meeting #5 date:_____________________________ + Meeting #6 date:______________________________

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Signatures:

Student:__________________________________________________________ Date:________________________

Advisor:__________________________________________________________ Date:________________________

Mentor:__________________________________________________________  Date:________________________

Department Head (of Course):________________________________________  Date:________________________

School Dean:______________________________________________________ Date:________________________

N.B.: Attach a course syllabus to this form.
Nyack College

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Guidelines

The Learning Contract is an agreement between a professor and a student to complete a program of study within a specified time frame. The student is responsible for all follow-up in the course.

Note: -> Contracts may not be made for work already completed.
-> Students on Academic Probation may not make a Contract.
-> There is a limit of one Contract per semester.
-> Contracts may not be made for core courses, foreign language courses, or any course that is offered during the semester in question.

Deadline and Tuition:
CONTRACT PROPOSALS MUST BE SUBMITTED FOR APPROVAL TO THE REGISTRAR’S OFFICE NO LATER THAN THE LAST DAY OF THE ADD/DROP PERIOD. The student will not be registered for the course until the completed contract has been received.

A contract may be included in the flat rate tuition charge, providing it has been submitted for approval by the deadline. Proposals presented at any other time during the academic year will be charged separately at the rate for credits taken above 18.

It is the student’s responsibility to submit the contract proposal.

Completing the Contract:

1. A student must prepare a proposal for study in conjunction with the supervising professor. Meet with the faculty mentor in the appropriate department to discuss a program of study.

2. Attach a copy of the course syllabus to the Contract form.

3. On a separate sheet of paper, indicate the ways the course described in the syllabus will be modified in light of the fact that it is being taken as an independent study.

4. Schedule at least two {2} dates and times per credit hour for meetings with your mentor to discuss and assess your progress.

5. The student is responsible for all follow-up in the course.

After the Dean of the School approves the proposal, the student will be registered for the course.