

**University of Connecticut Management and Engineering for Manufacturing (MEM) Program
MEM 3299 INDEPENDENT STUDY APPROVAL REQUEST**

Instructions to obtain approval for Independent Study: An undergraduate student requesting an independent study (MEM 3299- Problems in MEM) will need to apply with all required forms and materials to obtain approval prior to the commencement of the independent study which is no later than the last day of adding/dropping courses without additional signatures.

Procedure: The student will prepare this form with the instructor of the independent study, and submit it along with the University's independent study form electronically to the Co-Directors of the MEM Program.

Title of the Independent Study:.....

Student's Name and PS Number:.....

Student's email address:.....

Number of credits requested:.....

Date of Request:

Major requirement satisfied by this Independent Study:.....

Instructor's name:

Description of the independent study: Include the list of topics to be covered and any books and other references to be used

Assessment: Describe how the final grade will be determined

Student Signature:.....

Date:

Instructor Signature:.....

Date:

Approval by both MEM Co-Directors

Number of Credits approved for this Independent Study:.....

Signature:.....

Date:

Signature:.....

Date:

Independent Study Authorization

(Return to Registrar's Office at your current campus)

Name: _____ Student ID (or NetID): _____

Undergraduate

Graduate

Non-Degree

School/College: _____ Major: _____

Subject area: _____ Catalog No.: _____ Section: _____ Class No.:

Maximum units/credits authorized by instructor:

Year: Fall Winter Spring May SS1 AS1 SS2 AS2 SS3

Name of project to appear on transcript (please print clearly):

This form cannot be processed unless all signatures have been obtained.

Advisor _____ (Print) _____ (Signature) Date _____

Instructor _____ (Print) _____ (Signature) Date _____

Department Head _____ (Print) _____ (Signature) Date _____

Dean or Designee* _____ (Print) _____ (Signature) Date _____

* Required after fourth week of semester.

Students wishing to study a subject independently for credit must find an instructor to supervise the project. The instructor and the student then agree on the number of credits the student may earn. The student must complete an Independent Study Form, have it signed, and deliver it to the Registrar.

Without special permission, students may not register for or earn toward the degree more than six credits each semester in any one or combination of independent study, special topics, and variable topics courses. To increase this limit, students must consult with their advisor and get the permission of their academic dean.