If an academic department does not have a form, this one can be modified and used. If petition is approved, the department chair must request the course to be added to the schedule, if it is not previously scheduled. Only the Office of the Provost makes the final approval and the petition is only a request until the course is actually scheduled.

**Petition\* to Take an Existing Course as an Independent Study**

**Please print or type the following information.**

**Student name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ID#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Course \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Term of enrollment\*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Instructor with whom course would be taken \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Reason for taking the course as an independent study [attach additional sheets or documents if appropriate]:**

|  |
| --- |
| **To be completed by advisor:*** **Student must take this course in this term to graduate or student teach.**
* **Student has not received an F, D, W/F, or I in this course.**
* **Student’s GPA in the major is \_\_\_\_\_\_ (Must be at least 2.0)**
* **Student’s overall GPA is \_\_\_\_\_\_ (Must be at least 2.0)**
 |

**\* This petition must be submitted by the last class period of the preceding term.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Student’s signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Advisor’s signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Department chair’s signature Date**

 **Dean’s Signature Date**