

## INDEPENDENT STUDY GUIDELINES & FORM

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MSPM students can arrange to receive credit for individualized academic projects through an Independent Study. Students may petition to complete a maximum of two independent studies in two separate semesters during their tenure in the MSPM program. The student is expected to engage in study that is supervised by a faculty advisor. Independent Study coursework must not duplicate courses that are traditionally offered at the University. The final work product must be developed with the Independent Study faculty advisor. The faculty advisor may be any full-time GW professor or a part-time GW professor, if approved by the Project Management Academic Committee. The chosen professor must have knowledge of the issue or topic the student will explore in the independent study. The responsibilities for the faculty advisor include:

- Sign the student's Independent Study application
- Meet with the student regularly during the semester
- Assign appropriate readings, review/revise the final product periodically
- Submit a grade at the end of the semester\*

\*The Independent Study course will be assigned to the department chair. The faculty advisor will contact the chair to submit a grade.

### **Academic Requirements:**

- Research Paper / Project - Students must complete a project management-related paper / project. The paper / project is to be developed over the course of the semester in conjunction with the faculty advisor. The faculty advisor has final approval on all aspects of the paper / project.
- Readings - Decisions regarding what books and articles must be read are to be negotiated by the student and the faculty advisor. Faculty advisors may assign readings or they may approve readings that students suggest if they feel the content is appropriate and relevant. In addition, faculty advisors have the authority to set deadlines and assign any related work.
- Faculty/Student Meetings - The faculty advisor and student will meet regularly throughout the semester.



Business

## INDEPENDENT STUDY FORM

Name: \_\_\_\_\_ GWID: \_\_\_\_\_

GW Email: \_\_\_\_\_ @gwmail.gwu.edu

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Semester of Independent Study:

 Fall Spring Summer

(Select One)

Year of Independent Study: \_\_\_\_\_

Number of Credits: \_\_\_\_\_

(Select One)

Faculty Advisor: \_\_\_\_\_  
(Please Print)

Department: \_\_\_\_\_

Faculty Advisor Email: \_\_\_\_\_ @email.gwu.edu

Please attach an outline of the Project / Assignment, including a brief overview of the project, readings, and deliverables.

This form must be submitted to the student's academic advisor within the first two weeks of the selected semester. Upon approval, your academic advisor will register you.

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### Student Agreement:

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### Faculty Agreement:

Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### Approval:

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_