

# American River College

## Independent and Special Study

Students who are in good standing may pursue their studies and research beyond courses listed in the college catalog through Independent Study and/or Special Study. Units taken in either Independent or Special Study may not be transferable, however; the student should consult a counselor regarding a specific college or university's acceptance of these units. No more than one study may be taken per semester, except regularly scheduled special study classes.

Regular meetings between student and instructor will be held; examinations or other measures of evaluation, field trips, term papers, and other assignments may be required by the instructor.

**Independent study:** An opportunity for the student to extend classroom experience in a specific subject, while working independently of a formal classroom situation. Independent study is an extension of work offered in a specific class in the college catalog; it carries the same credit and hour value as the class being extended. To be eligible for independent study, students must have completed the basic regular catalog course at American River College. They must also discuss the study with an instructor in the subject and secure approval. Only one independent study for each catalog course will be allowed.

**Special Study:** An opportunity to pursue a study of special interest which is not specifically covered in established catalog courses. Such study is confined to the scope of college lower division, and community college programs. While enrollment in Special Study may be on an individual basis, from time to time a special study may be established to satisfy the needs of a particular group, offered on a scheduled basis for enrollment through the regular registration process. To qualify for Special Study, the student should have completed college courses basic to the study, or have had actual field experience or special training in the field of study. Note that four-year colleges and universities may not accept more than one special study in a subject and may limit the total number of special study units accepted. No more than 12 special study units may be used to fulfill graduation requirements at American River College.

**Application:** To apply for Independent or Special Study, a student first discusses the study with the instructor who will supervise the study and with the area dean. The student then completes the petition and course description forms with the assistance of the supervising instructor, who will process the petition. If it receives final approval, the student is registered in the course and receives a grade as in any regularly schedule course.

Petition for Independent or Special Study must be filed by the deadline published in the class schedule in the semester in which the study is to be completed. If the study is not completed by the end of the semester, a new petition must be approved in the subsequent semester, if units are to be granted.

Excerpt from American River College Catalog 2010-11.

## PETITION FOR INDEPENDENT STUDY/SPECIAL STUDY

Students who are in good standing may file a petition to enroll in independent or special study courses. No more than one study may be undertaken during a semester, except regularly scheduled special study classes. Petition must be filed by the deadline date published in the class schedule.

I understand that I must submit an outline of topics/subject matter to be covered. In addition, I agree to meet regularly with the instructor to discuss plans and progress in the work undertaken. I further understand that I will receive a grade based upon my performance as in any regularly scheduled course. I have checked with my counselor regarding transferability of the units undertaken in this study.

Name \_\_\_\_\_ Student ID \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Semester \_\_\_\_\_

Total number of college units earned \_\_\_\_\_ Total number of units earned at American River College \_\_\_\_\_

Units registered in this semester \_\_\_\_\_ Overall Grade point average \_\_\_\_\_

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_



**Independent Studies** 295/495 (Independent Study in SUBJECT)

Independent Study is an extension of work offered in **a specific class in the college catalog**; it carries the same credit and hour value as the class being extended. To be eligible students must **have completed the basic regular course** at American River College. Only one independent study for each catalog course will be allowed.

**Catalog course for Independent Study** \_\_\_\_\_

**Semester completed** \_\_\_\_\_



**Special Studies** 299/499 (Experimental Offering in SUBJECT)

Special Studies is an opportunity to pursue a study of special interest which is **not specifically covered in established catalog courses**. To qualify the student should have **completed college courses basic to the study**, or have had actual field experience or special training in the field of study.

**Title of study** \_\_\_\_\_ **Unit Value** \_\_\_\_\_

**Qualifying courses/experience** \_\_\_\_\_

*I have read the outline of topics/subject matter to be covered and approve this study.*

*Instructor Name* \_\_\_\_\_ *Instructor Signature* \_\_\_\_\_

*Area Dean* \_\_\_\_\_ *Date* \_\_\_\_\_

Records	OFFICE USE	Instruction
Received date -	Course Name -	
Transcript/Schedule -	Course # -	
Student enrolled date -	Date and Initials -	

## PETITION FOR INDEPENDENT STUDY/SPECIAL STUDY

Title of Study: \_\_\_\_\_

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Outline of Topics / Subject matter to be covered

For each unit of credit to be earned,  
54 hours of study/research must be completed.

Time Allotment