

**DEPARTMENT OF PSYCHOLOGY**  
**COURSE PROPOSAL GUIDELINES**  
**PSYCH 420: Faculty Directed Advanced Tutorial Reading for**  
**Psychology as a Natural Science**  
**PSYCH 421: Faculty Directed Advanced Tutorial Reading for**  
**Psychology as a Social Science**

**DESCRIPTION:** These courses are for adequately prepared students doing their own independent reading focused on an area of psychology that can be explored through academic literature. Course content, assignments, meeting times and grade requirements are arranged with a U of M psychology faculty “advisor.” If the project extends beyond one semester, there must be a measurable sample of work submitted at the end of each semester. Course credit is not retroactive and must be prearranged.

**APPROVAL STEPS:**

- 1. Student arranges project, credit, hours, and expectations with Psych Faculty member**
- 2. Create a proposal (1-2 pages), including:**
  - a. Student’s previous relevant coursework/experience.
  - b. Describe the project and its purpose.
  - c. Include a sample reading list.  
Note: This doesn’t need to be a comprehensive final list, but should include relevant readings.
  - d. Describe the final paper. **A typed, APA style paper of 5-7 pages per credit is required.**
  - e. Summarize the timeline for the project and include deadlines.
  - f. Note how often, when and where the student will meet with the faculty member.
- 3. Submit the proposal to the Psychology Student Academic Affairs Chair and the Committee for Student Academic Affairs for approval via the [Independent Study Application](#).**

Note: Once the proposal has been reviewed, approval or request for revisions will be emailed to the student and faculty member. If any comments or suggestions are made by the Chair and/or Committee, they will be communicated to the student.

- 4. Register for the course (the Psych SAA will process a permission once the proposal has been accepted).**

**DEADLINES:** All proposals must be submitted to the SAA at least one week prior to the regular add/drop deadline (this deadline is the first add/drop deadline and usually occurs within three weeks of the first day of classes).

**GRADE:** A letter grade (A-E) will be issued for this course. A passing grade will not be posted until the student has submitted a copy of the final project to the SAA Office via email. *This copy should be turned in no later than the last day of scheduled classes.*

**NOTES:** We request that students check with a Psychology Advisor to determine if/how these courses will count for their major plan. These courses may be repeated for a total of 6 credits. Only one section of this course may be taken within a single term.