

3110 Modern Languages Building  
812 East Washington Street  
Ann Arbor, MI 48109-1275  
Tel: 734-647-2230 FAX: 734-764-8163

Term: \_\_\_\_\_

**Proposal Form for Independent Study Courses**

Year: \_\_\_\_\_

Student Name: \_\_\_\_\_

UM ID: \_\_\_\_\_

Uniqname: \_\_\_\_\_

Phone: \_\_\_\_\_

Level (check one):  FRESHMAN  SOPHOMORE  JUNIOR  SENIOR

Subject: \_\_\_\_\_

Course Number: \_\_\_\_\_

Credit Hours: \_\_\_\_\_

**SUBMISSION DEADLINES**  
August 1st for **fall** independent studies  
Last day of fall term classes for **winter term** independent studies  
Last day of winter term for **spring** or **summer** independent studies

Instructor: \_\_\_\_\_

\*See the last page of this contract for list of course numbers. Students should select an appropriate course number in consultation with the supervising instructor.

Number of weekly conference hours between student and faculty sponsor: \_\_\_\_\_

**\*\*The student completes PAGES 2 and 4, and the instructor completes PAGE 3\*\***

**For committee use:**

Approved      Not Approved (circle one)

\_\_\_\_\_

Head of Curriculum Committee Signature

Comments:


To be completed by the **student**: *Use a separate sheet if necessary.*

1. Describe in detail the content and overall objective of your project. **Be certain to specify how your objectives are not covered by the current curriculum.**

2. Why do you think this project needs to be carried out as an independent study? What courses have prepared you for this independent study?

3. List the primary materials to be used during this study. Be specific.

4. List secondary materials. Be specific.

# GLL Independent Study Proposal

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

To be completed by the **faculty sponsor**:

1. Considering the student's background and previous coursework, explain how the proposed internship will benefit the student's academic development.

2. Does the proposed independent study merit the number of credit hours requested?

3. What will be your method of evaluation of the student's work?

4. Have the quality and quantity of materials for this independent study been selected appropriately?

\_\_\_\_\_  
FACULTY SPONSOR SIGNATURE

# GLL Independent Study Proposal

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

To be completed by the **student with approval of the faculty sponsor:**

## **Schedule of work to be completed** (prior to meetings with faculty sponsor)

Weeks 1-2:

Weeks 3-4:

Weeks 5-6:

Weeks 7-8:

Weeks 9-10:

Weeks 11-12:

Weeks 13-14:

Date for submission of final paper (if applicable): \_\_\_\_\_

Student's signature \_\_\_\_\_

## GLL Independent Study Proposal

### Independent Study Courses in the Department of Germanic Languages

Independent study courses may be elected in the fall and winter terms and the spring and summer half-terms\* on the Ann Arbor campus. You are eligible if you are currently enrolled at U-M, and have satisfied the necessary prerequisites for the independent study course level you wish to take. Undergraduates may only take an independent study course if the course-level prerequisites in the appropriate language have been completed.

An independent study course is designed by you, the student, to investigate an area or field of specialization not normally covered in a regularly scheduled course offering by the department. Independent studies should not be undertaken solely because of difficulty fitting other classes into your schedule, nor because a course you wish to enroll in is full.

**\*\*\*Deadline: Independent study applications are due on the last day Fall semester for Winter independent studies, the last day of Winter semester for Spring\* and Summer\* independent studies, and the deadline for Fall independent studies is August 1st.**

\* Most GLL faculty members are on leave during the spring and summer half-terms, which means that they are unavailable to sponsor independent studies. Please plan your schedule accordingly, and make arrangements well in advance of the half-terms to avoid any problems.

#### Instructions:

- Make a research proposal to a faculty member with whom you would like to take the independent study course.
  - You and the instructor should agree on course details, including the material to be covered; course format; sources to be used; and method of evaluation. Select the independent study course number appropriate to your level and needs.
  - Complete a proposal form and return it to the department main office, 3110 MLB. (Be sure to include additional paperwork as needed if you are applying to use an internship course number.) Required documents can also be submitted via email to [gll.student.services@umich.edu](mailto:gll.student.services@umich.edu). Forms will then be submitted to the appropriate committee for final approval.
  - Once final approval has been obtained, you will receive an e-mail with instructions for registering.
  - Students may only count one independent study toward the completion of their major/minor requirements. If your project requires two semesters of independent work, you are encouraged to consider applying for the honors program in your language.
  - All proposals need to articulate themselves in relation to the student's course of study in the major/minor as a whole: in other words, how will this independent study build upon your previous coursework?
- The faculty expects that a course of independent study normally contain 50% more reading than a regularly scheduled course because you will not be spending time in a formal class. In your regular meetings with your supervisor, you should come prepared to present the work you have completed and its results.

Any questions about this procedure should be directed to the instructor with whom you are working.