

## **Guidelines for an Independent Study in the Department of History and Anthropology**

An Independent Study in the Department of History and Anthropology is an intensive program of study and research conducted in a tutorial format in regular meetings with an individual professor with the purpose of allowing the student to pursue interests in subject areas not offered in regular courses. The following are guidelines, regulations, and procedures for setting up and conducting an independent study.

- an independent study may not be arranged for subject areas listed in the catalog and regularly offered;
- students may do a senior thesis as an independent study only when other pressing work commitments make them unable to attend the regular meetings of the senior seminar, and they may only do that independent study with the same professor conducting the senior seminar that semester; this must be approved by the Department Chair;
- students are expected to meet weekly with the professor at mutually agreed upon times; meetings are conducted in the tutorial format with students having prepared a set of readings for discussion with the professor; all absences must be made up and may affect the student's grade;
- generally speaking, the undergraduate students will read and discuss 6 to 8 books or other equivalent reading over the course of the semester (graduate students will read 8 to 12 books);
- ordinarily, an independent study will include written work totaling 10 to 12 pages for undergraduates, 15 to 20 pages for graduates;
- faculty members may take on no more than 3 independent study students in any one semester;
- students may do no more than 2 independent studies or internships total in the Department;

### **Procedures for arranging an independent study:**

- students interested in pursuing work in an area in which a regular course is not offered should approach a faculty member with expertise in that area to determine his/her availability;
- once the professor agrees, the student should prepare a written proposal outlining proposed topics to be covered and a tentative bibliography, which the professor may modify;
- the proposal must then be approved by both the professor and Department Chair.