

INDEPENDENT STUDY/DIRECTED STUDY

AP No. 4101

Board Reviewed: 8/15/07; 12/12/12; 1/14/15

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- I. Independent Study/Directed Study is intended for students who have the ability to assume responsibility for independent work and to prepare written or oral reports and/or appropriate projects. To enroll in an independent study/directed study course, students must possess a 2.5 overall grade point average, a 3.0 grade point average in the discipline of study being requested, or receive an exception from the instructor.
- II. Directed Study paperwork is sent from the Dean of Instructional Operations to all division areas to be completed by the instructor of record and the student requesting the independent study course. This paperwork must be signed by the division dean and then submitted to the Dean of Instructional Operations who is responsible for verifying the necessary requirements and then forwarding the paperwork to the Office of Admissions and Records and the Office of Human Resources. The paperwork shall include the number of units and hours of study required the arrangements for consultation with the instructor, as well as the work product to be evaluated. (Title V, Section 58051)
- III. Independent Studies/Directed Studies may be developed from any topic arising from or related to a course of study that will result in developing depth and breadth in that subject area.
- IV. Students will be expected to meet on a regular basis with their faculty sponsor and submit a final report or project, and student progress shall be evaluated at regular intervals. Academic standards for Independent Studies/Directed Studies shall be the same as those for other courses.
- V. Units are awarded in accordance ~~to~~ with Title V regulations allowing one unit of credit awarded for 54 hours of Directed Studies, six (6) hours of which must be with an instructor. The instructor is responsible for monitoring student progress through the semester.
- VI. Students may take directed study courses for a maximum of three (3) units within a discipline, and may not accumulate more than a total of nine (9) units college-wide. Independent Study/Directed Study courses are not repeatable.
- VII. Hours for Independent Study/Directed Study are reported to the State Chancellor's Office according to the Student Attendance Accounting Manual.
- VIII. Reference:
Title 5, Sections 55230, 58051 et seq.