

UNIVERSITY OF COLORADO
Department of Integrative Physiology

INDEPENDENT STUDY CONTRACT
(UNDERGRADUATE)
IPHY 4860 (1-3 CREDITS)

Entered _____

Date _____

Section # _____

Copies to: Fac _____

Student _____

Staff initials _____

Please circle appropriate semester, course #, and credit hours for this independent study:

Semester: Fall - Spring - Summer **# of credit hours:** 1 - 2 - 3

Name: _____ Student ID# _____

Address: _____

Phone: _____ Date: _____

Major: _____ Class Standing: _____

Student Signature: _____

List upper division level IPHY courses completed: _____

Location of work (if not Boulder Campus): _____

Names, addresses, phone #'s of other persons involved: _____

Time frame for expected completion (Dates of first meeting, planned meetings with faculty advisor, and project due date):

Are human subjects involved? If so, have the appropriate forms been submitted to the campus Human Research Committee? Has approval been given?

Expected outcome (Nature of work required: paper, presentation, oral examination, etc., and the length or time requirements for each type of work):

Describe the topic you are studying. What question will you answer? How will you address the question? In short, what are you proposing to do and why?

List the courses you've taken or experience you've had that give you the background for this project:

LIMITATIONS: To receive independent study credit, students must be at least of junior or senior rank, in any major, and have taken the appropriate course work or have appropriate experience to prepare them to undertake the proposed research. Normally, at least one of the required upper division IPHY courses will be required before an independent study can be attempted. A 2.0 GPA overall is required. Students may get credit for UROP activities provided they do not receive pay for the hours worked. Library, field, or laboratory research is acceptable. A minimum of 25 hours (1500 minutes) is required for each semester hour of credit. The maximum hours allowed in independent study by College policy are as follows: 16 total towards degree, 8 in any one department, and 6 in any single semester. The Integrative Physiology Department adheres to College guidelines.

To enroll in independent study: Obtain signatures of the individuals listed below, and then give this form to the office staff in Clare 114.

Faculty Sponsor: _____
Printed Signed Date

Undergraduate
Coordinator _____
Printed Signed Date

**UNIVERSITY OF COLORADO, BOULDER
DEPARTMENT OF INTEGRATIVE PHYSIOLOGY**

**INFORMATION SHEET FOR UNDERGRADUATE INDEPENDENT STUDY
IPHY 4860 (1-3 CREDITS)**

1. PURPOSE OF INDEPENDENT STUDY

Students electing to take independent study must first identify a research topic or area of research interest. The student must then seek out a faculty member in the Department who will agree to serve as the advisor for the project. In consultation with the advisor, a refined and detailed version of the study should be developed. Independent study cannot be used to replace a course currently being taught. Students are presumed to have had all the previous pertinent work in the subject matter leading up to the chosen topic. The student should meet with his or her advisor periodically during the semester. The advisor will determine and award the grade based on the quality of the final **written assignment**. Although there is a great deal of flexibility in the format of the written assignment (i.e., review paper, PowerPoint presentation, development of a laboratory manual, journal manuscript, etc.), the work should represent the time spent and the credit hours attempted. The faculty mentor should keep a physical or electronic copy of the work for a period of one year in case of a University audit.

2. LIMITATIONS IN WORK ACCEPTED FOR INDEPENDENT STUDY CREDIT

The following situations are not acceptable for independent study credit, as they are prohibited by College policy: internship activities, work in University departments, as substitution for regular course work, and to meet College List or Core requirements. In some cases, work completed elsewhere can be accepted if approved by the Dean. Volunteer work or work in a business setting can be acceptable if the work is part of and germane to the rest of the independent study project. Extra work performed in association with a regular class can be acceptable if all procedures in setting up the independent study are followed prior to the work being started. Students may get credit for UROP activities provided they do not receive pay for the hours worked. Library, field, or laboratory research is acceptable.

3. CONTRACT DESCRIPTION

To register for independent study, a contract (attached) is filled out by the student and signed by the faculty advisor and the Undergraduate Coordinator. In the contract, the student is expected to describe the nature of the project, explain the topic area, and describe what kind of outcome is required (presentation, paper, manuscript, etc.). A minimum of 25 hours (1500 minutes) is required for each semester hour of credit.

4. SEMESTER HOURS LIMITATION

The maximum credit hours allowed in independent study by College policy are as follows: 16 total hours towards degree, 8 hours in any one department, and 6 hours in any single semester. The Integrative Physiology Department adheres to College guidelines. For graduate students, independent study courses cannot exceed 25 percent of the course work required by the department.

5. ELIGIBILITY

To receive independent study credit, students must be at least of junior or senior rank, in any major, who have taken the appropriate course work or have appropriate experience to prepare them to undertake the proposed research. Normally, at least one 3000- or 4000-level IPHY course will be required before an independent study can be attempted. A 2.0 overall GPA is required to undertake an independent study. The contract for independent study is to be completed, signed, and approved prior to the initiation of the project, not after it has been completed. Independent study must be enrolled before the census date. It is not to be added late as an afterthought "because I need one more credit this semester." Requests for late adds must go through the petition process like any other course and the petition must accompany a copy of the signed contract.

6. ENROLLMENT PROCEDURE

To enroll for independent study, fill out the attached contract. Obtain the signature of your faculty advisor. Then obtain the signature of the Undergraduate Coordinator. When all signatures have been obtained, turn in the contract to the Integrative Physiology Office staff in Clare 114 to be enrolled in the course. **Be sure to complete this process before the "Add Deadline."**