

Center for Music  
**GRADUATE INDEPENDENT RESEARCH PROJECT**

**INSTRUCTIONS AND INFORMATION**

- All independent research projects taken for-credit during the academic year **must be approved in advance** of the semester they are undertaken, or, if this is not possible, must be **submitted no later than the end of the listed Add/Drop period of the semester or block in which the work will be carried out.** Block Independent Studies have a maximum of 2 credits.
- There are four sections to this application. Each section must be completed. After completing sections I-III, print out the application and collect the necessary signatures for section IV.
- Information on the form must be typed. **Handwritten forms will not be accepted.**
- The completed application form, including all required signatures, should be submitted to the School of Music Dean's Office.
- Questions regarding the form and/or application process should be directed to the Chair of Graduate Studies.
- For the purposes of assessment, **an artifact of the project (paper, lecture notes, annotated bibliography, etc.) must be submitted to the Chair of Graduate Studies.** The artifact will be kept on file until the student graduates.

For Grad Chair: Artifact received: Y/N. Date received: \_\_\_\_\_. AY Assessment period: \_\_\_\_\_.

**Note on Eligibility:** Students enrolling in an independent research project must be in good standing at the College. In addition, students are expected to have discussed the independent study and/or research opportunity and developed learning goals in conjunction with their faculty sponsor.

**I. REGISTRATION INFORMATION**

<b>Name</b>	<b>Student ID #</b>	<b>Expected Graduation Date</b>
<b>Semester, Part of Term (Full/First Half/Second Half) &amp; Year of Independent Study</b>	<b>Course Number</b> <input type="radio"/> MUTH 65400 <input type="radio"/> MUTH 65500 (select MUTH 65400 unless you are doing two projects at once)	<b>How many credits?</b> (Minimum of 45 hours per course credit; complete the credit calculation in Part III to determine credits)
<b>Name and Department of Faculty Sponsor</b>		<b>Email and Phone Contact for Faculty Sponsor</b>
<b>Short Title of Project:</b>		

**II. STUDENT INFORMATION**

<b>Student Degree Program</b>	<b>Student Email address</b>	<b>Student Local Phone or Cell Number</b>
MM		

**III. INDEPENDENT RESEARCH PROJECT SYLLABUS**

**Student:** parts A through E to be completed by the student in consultation with the faculty sponsor.

**Faculty:** part F to be completed by faculty sponsor.

**Note:** Effective independent research experiences require appropriate academic preparation, regular consultation with a faculty mentor, and a clear plan of action. This application form constitutes the syllabus for this individualized for-credit study option; answers should reflect thoughtful planning between the student applicant and the faculty sponsor.

<b>A. Describe the topic of the study or research project.</b>
<b>B. Please provide a tentative bibliography for the course.</b>
<b>C. Describe the learning objectives of this individualized project (e.g., what specific skills, knowledge, or capacities do you expect to gain from this experience)?</b>

**D. Discuss the relationship between your academic program and preparation (e.g., courses taken, extracurricular projects pursued, etc.) and this project.**

**E. Calculation of time to be spent on various activities, including (but not limited to):**

Type of Activity	# of Hours/Week	# of Weeks*	Total Hours
Reading and/or conducting research			
Meeting/interacting with faculty sponsor (maximum of 2 hours per credit per semester): <b>NO PRIVATE OR SMALL GROUP LESSONS ALLOWED</b>			<div style="display: flex; justify-content: space-around;"> <span>2 <input type="checkbox"/></span> <span>4 <input type="checkbox"/></span> <span>6 <input type="checkbox"/></span> </div>
Completing logs, journals, and/or papers			
Other (specify):			

\*A semester is 14 weeks, plus one week of exams.

**F. Faculty sponsors are responsible for providing a grade for the student's work on the independent study. Please list here the components of the project that will be evaluated for a grade, and the weight given to each component. Also, identify the artifact that will be submitted upon completion of the project. The artifact should support the learning outcomes shown in box C.**

**IV. REQUIRED SIGNATURES**

Your signature on this form confirms that you agree to the terms of the independent study/research project as described in this application. Students should be aware that their departments and/or faculty sponsors may require additional information, beyond what is included in this application, as part of the independent study/project approval process.

STUDENT		DATE	
<b>FACULTY SPONSOR.</b> <small>By signing here, I understand that the current rate of pay is \$39.26 per credit. I understand that private lessons are not permitted.</small>		DATE	
CHAIR OF GRADUATE STUDIES		DATE	
Associate DEAN, SCHOOL OF MUSIC		DATE	

**Note: All signatures on this page must be secured before the application is submitted to the School of Music Dean's Office.**

MUSIC OFFICE OFFICIAL USE ONLY	
<b>Hold on Student Account</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Log Date</b> _____
<b>Dropping a Course(s) to Add an Independent Study?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, course info. _____	<b>Registered</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Number of Credits Currently Enrolled</b> _____	<b>Section Number</b> _____ <b>CRN</b> _____
<b>Associate Dean Signature</b> _____	