

Individual Studies (Undergraduate) Application Form

DEPARTMENT OF PHYSIOLOGY

UNIVERSITY OF ARIZONA

(This form does not admit you to the course.)

This application must be submitted to the Dept. of Physiology Undergraduate Program Office, Gittings Bldg, Room 101 in a timely manner to avoid any delays in processing. Any applications submitted after the 3rd (third) week of classes will require additional paperwork. Summer sessions may have different deadlines. This form is for department records and is used to assign a grade at the end of the semester.

Student's Name _____ ID # _____

Tucson Address _____ Students Major _____

Email address _____ Phone Number _____

Expected graduation date _____

List number of units being requested in blank space following course number.

PSIO 399 Independent Study (1-3) _____ PSIO 399H (1-3) _____ Honors only

PSIO 492 Directed Research (1-3) _____ PSIO 498H (3) _____ Honors Thesis

PSIO 499 Independent Study (1-3) _____ PSIO 499H (1-3) _____ Honors only

Semester/Year: Fall Spring SSI SSII Year: 20_____

Continuation?: Have you registered for a PSIO Individual Studies course in previous semesters?
If so, in which semesters? _____

Title of Project _____

Complete the attached page describing the nature of the project, including the anticipated product and how it will be evaluated.

(This description must be completed by the student and the faculty member responsible for the project.)

SEE GUIDELINES FOR INDIVIDUAL STUDIES ON THE REVERSE SIDE OF THIS PAGE.

Project Advisor: _____
Signature _____ PRINT name _____
Date _____ Email address _____ Faculty Member's Home Department _____

Student's Academic Advisor: _____
Signature _____ PRINT name _____
Date _____ Email address _____ Student's GPA: _____

Signature, Physiology Undergraduate Program Director Date

FOR OFFICE USE ONLY:

DATE RECEIVED FROM STUDENT: _____

UACCESS: _____ EMAIL _____ TEACHING LOAD _____ INDEPENDENT STUDY _____

Guidelines and Procedures
UNDERGRADUATE CREDIT FOR “INDIVIDUAL STUDIES”
Department of Physiology

Individual Studies programs provide motivated students with an opportunity for education that extends beyond the normal classroom experience. Various types of independent study formats allow a student to integrate experience and learning in several unique ways outside the usual content of academic courses.

The Physiology Department’s Individual Studies courses permit qualified students (see below) to work on an individual basis with professors who have agreed to supervise such work. Each student, in consultation with a physiology faculty member, will choose a suitable project of interest.

Students requesting credit must complete the application form on the reverse side of this page and the attached page describing the nature of the project to be undertaken. After obtaining appropriate signatures, return these pages to the Physiology Undergraduate Office (Gittings Building, Room 102). Students are strongly urged to submit the completed application form **prior to** the first day of the regular registration period so that sufficient time is available for review and processing of the request. The application must be filled out completely and the appropriate signatures obtained. We will not consider late or incomplete applications.

SPECIFIC GUIDELINES:

1. All requests for Individual Studies credit in the Department of Physiology must undergo review and be approved by the following individuals:
 - a) The student’s academic advisor.
 - b) Physiology (or other department’s) faculty member supervising the student’s project.
 - c) Physiology Undergraduate Program Head (form may be left in Gittings, Rm. 102, for this signature).
2. It is strongly recommended that the student have a minimum overall grade point average of 3.00 at the time of registration to participate in an Individuals Studies course.
3. The student must submit a final **written** report to the faculty supervisor. This report should contain a description of both the work performed and training obtained during the project. In addition, individual faculty advisors may require more detailed assignments, such as a more extensive written report and/or an oral presentation. These requirements should be clearly stated and agreed to by the faculty supervisor and the student prior to the initiation of a project.
4. The number of Individual Studies units requested should be approved by the faculty supervisor. Unit value will be based on **45 hours of work per unit during a regular 15-week semester**.
NOTE: Most independent study projects (i.e., 399, 492, and 499) are approved for 1-2 units while projects for 3 units are the exception because of the work time involved.
5. **Although a student may receive faculty approval on a drop/add form for a specific Individual Studies course, failure to submit the attached application or denial of this application by either the proposed faculty supervisor or Undergraduate Program Head will result in the student’s name being removed for the official class list. This completed application form must be on file in the Gittings Building, Rm. 102 to signify approval of the Individual Studies Course.**

GRADING:

Available grades for PSIO 399 and 499 are: S (superior), P (pass), C, D, E, I, W. Available grades for PSIO 492 (Directed Research) and all Honors Individual Study courses are: A, B C, D, E, I, W. Grade assignment will be determined on the basis of the student’s degree of success in fulfilling the project’s requirements. **Students should know that the Individual Studies grades of “S” and “P” do not count in their overall grade point average.**

Individual Studies Application Form
DEPARTMENT OF PHYSIOLOGY
UNIVERSITY OF ARIZONA
Application for Undergraduate Credit for Individual Studies

Required attachment to the Individual Studies Application for PSIO credit

NOTE: This page must be completed by the student AND the faculty member responsible for advising the project.

Describe the nature of the Individual Studies project to be undertaken.

What is the anticipated product (outcome) of the student's work?

Explain the basis on which the project is to be evaluated?

(This section should be completed by the faculty member supervising the project.)

Available grades for PSIO 399 and 499 are S/P, C, D, E, I, W.

PSIO 399H, 499H, 492, and 498H are graded A, B C, D, E, I, W.

Estimated hours per week Student will spend on project _____

Estimated Project Advisor/Student contact hours per week _____

Student's Name: _____
Signature

PRINT name

Project Advisor: _____
Signature of Faculty Member

PRINT name