

**Title: #V-21. Independent Study/Special Topics**

**Date: March 22, 2002** (Replaces version dated February 28, 2002.)

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Independent Study 299 is offered to a student with a minimum 3.00 GPA who makes a particular request to study a subject with an instructor. The instructor will have particular expertise in a subject area the student wishes to explore. This is not a class or a course that is in WVU at Parkersburg's published curriculum; it is customarily an advanced course that will take the student beyond what is represented in the list of course offerings in a particular discipline. The agreement (contract) between the instructor and the student articulates, through a syllabus, the subject area, a course description, learning objectives, requirements, the evaluation process, and the time involved in the independent study. The contract must be approved by the chairman and the Dean of Academic Affairs. The independent study is not designed as a repetitive offering. A student may enroll for a total of three (3) hours of independent study at the 200 level in the first seventy (70) hours of his or her program.

Special Topics 297 courses may be offered to students who have a particular interest and need, or be initiated by an instructor who may be interested in developing a new course and wishes to offer it on a trial basis. This course is not within the current published curriculum. The course may be offered two times with permission of the division chair and the academic dean. If the course is to be offered a third time, it must be proposed to and approved by the Curriculum Committee and made a part of our published course listings.

In addition to the criteria for 200-level independent study and special topics courses, Independent Study 399 and Special Topics 397 courses may be offered for students at the junior and senior level through the appropriate division, to support baccalaureate programs offered at WVU Parkersburg. A student may enroll for a total of six (6) hours of independent study at the 300 level in his or her baccalaureate program.

Individualized instruction and courses so named should not be confused with either independent study or special topics courses. Individualized courses are those courses within the WVU at Parkersburg curriculum that may be offered by an instructor on an individual basis. These courses will carry the same number as the course when it is offered in a classroom setting. For individualized instruction to be included in an instructor's 15-hour load, the individualized section must enroll a sufficient number of students to be rationalized as an adequately enrolled class.