Directed Independent Study (DIS) Proposal Form for Undergraduate & Graduate Students

Instructions:

1. Together with your faculty advisor, fill out this form, attach the course syllabus, then sign and date.
2. Submit the signed and dated form to Department Chair for approval (the Chair will forward to the Dean’s office).
3. After notification of approval, register for the course.
   - Students are allowed to take up to 3 credits of DIS to satisfy degree requirements, if the Department approves.
   - Grading is up to the instructor; it is the student’s responsibility to complete all requirements set forth in the syllabus for the course.
   - Student work products (e.g. reports, presentations, posters, journal articles, etc.) generated during the course may be archived by the Department or College.

Choose one of the following:

☐ This course is research-related*
  Directed Independent Research

☐ This course has no research component
  Directed Independent Study

Student Name: ________________________________
Z Number: ___________________________________

Student Phone Number: __________________________
Student FAU Email: _____________________________

Faculty Supervisor Name: _________________________
Faculty Supervisor Email: ________________________

Semester/Year: _________________________________
Course Prefix & No.: ____________________________

CRN: ____________________________ Credit Hours: _____

Title of Independent Study for Transcript (max 30 characters)

I have read all of the information in this document and the attached syllabus, and I agree to the conditions herein.

Student Signature: _____________________________
Faculty Supervisor Signature: _____________________

Department Chair Signature: _____________________
Date: _________________________________________

Please answer the following:

- Will you be working in the lab?
- Will you be working with hazardous chemicals or nanomaterials?
- Will you be working with biological agents, select agents, or recombinant DNA?
- Will you be working with radioactive materials, X-rays, or lasers?
- Will you be working with live animals?
- Will you be diving, snorkeling, or using a boat?
- Will your project involve field work?

If you answered yes to any of the above selections, you must enroll in the corresponding training course with Environmental Health and Safety (www.fau.edu/ehs).
**Directed Independent Study (DIS) Syllabus Form**

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<tr>
<th>Prefix</th>
<th>Number</th>
<th>Title</th>
<th>Credit Hours</th>
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**Course Logistics**
Include term, meeting time and location.

**Instructor Contact Information**
Include instructor’s name, office address, office hours, contact telephone number, and email address.

**Course Description**
Study of topics relating to the special needs and interests of individual students.

**Course Outcomes**
Write a description of what the students can expect to learn upon successful completion of the course.

**Course Evaluation Method and Grading Scale [Note: Minimum passing grade is “C”]**
Include a breakdown of the graded course deliverables, such as project reports, presentations, exams, etc. that students will be evaluated on, and their weight in determining the overall course grade (e.g. Draft report = 25%, Presentation = 25%, Final Report =30%, etc.).

Enter the grading scale for the course.

**Course Topical Outline Including Dates for Deliverables**
Include a schedule of tentative meeting dates and due dates for deliverables such as project reports, presentations, and exams.

**Disability Policy Statement**
In compliance with the Americans with Disabilities Act (ADA), students who require special accommodations due to a disability to properly execute coursework must register with the Office for Students with Disabilities (OSD) located in Boca Raton campus, SU 133 (561) 297-3880 and follow all OSD procedures.

**Honor Code Policy**
Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high quality education in which no student enjoys unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and place high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. See University Regulation 4.001 at [www.fau.edu/regulations/chapter4/4.001_Code_of_Academic_Integrity.pdf](http://www.fau.edu/regulations/chapter4/4.001_Code_of_Academic_Integrity.pdf)

* Definition of Research: Research is an inquiry or investigation that makes an original intellectual, technical, or creative contribution to the discipline or practice, or applied research, where discipline-appropriate data is used to address a research question/problem for which no clear answer exists. The contribution to the discipline or practice should be documented by an appropriate work product such as written works, presentations, publications, juried exhibitions, performances, works of art, and other appropriate documentation with the student as co-author.