



# LaGuardia Community College - Office of the Registrar

## Independent Study/Individualized Course Contract

**Individualized Courses:** Given by department discretion under certain conditions:

1. The course is required for progress in sequence.
2. The course has been cancelled by the college.
3. The course won't be offered in semester or the next semester.
4. Student needs the course to graduate.

**Independent Study:** Independent study is designed for the student who has completed 36 credits of coursework, who is self-motivated, self-disciplined and capable of doing advanced work. Students interested in pursuing independent study must secure permission of the instructor, the department chairperson and the Executive Associate to the Vice President for Academic Affairs or his/her designee.

**Please Print:**

Student's CUNYfirst EMPL ID #

Student's Last Name

Student's First Name

**Instructor's Name:**

Last Name

First Name

### INSTRUCTOR: SELECT AND COMPLETE ONE OF THE SECTIONS BELOW

**Check One:**

Year: 20

Fall

Spring

Session I

Session II



Independent Study - This course will provide an in-depth study of : CONTRACT TITLE)

Course Title

Course

Credits

Date Begins

Date Ends

-

Section # CUNYfirst #



Individualized Course (COURSE TITLE AS IT APPEARS IN THE CATALOG:

Course Title

Course

Credits

Date Begins

Date Ends

-

Section # CUNYfirst #

Please complete all information on the 2nd page of the form and provide the follow signatures:

**Student's Signature:**

**Date:**

**Instructor's Signature:**

**Date:**

**Chairperson's Signature:**

**Date:**

This contract must be completed and submitted to the Registrar's Office by the end of the first week of the semester. If you have any questions, please email to [registrar@lagcc.cuny.edu](mailto:registrar@lagcc.cuny.edu)

COMPLETE NEXT PAGE

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**Independent Study/Individualized Course Contract**

Page #: 2

**Tentative calendar of materials to be reviewed, assignments completed, and mode of evaluation. This section is to be completed by instructor in consultation with the student.**

**Session 1 - Planning Date:**

**DESCRIPTION OF CONTRACT - USE FOLLOWING HEADINGS:**

**Specific goals and performance objectives:**

**Resources** - List resources to be used including bibliography, media, interviews, programmed material, modules & workshops.

**Evaluation-** List examinations, demonstrations, essays, research paper, or other evaluative tools.

**Session 2 - Date:**

**Session 3 - Date:**

**Session 4 - Date:**

**Session 5 - Date:**

**Session 6 - Date:**

**Session 7 - Date:**

**FINAL EVALUATION MEETING - Date:**

*Office of Registrar use only*

*Processed by:*

*Date:*

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