Independent Study in the Information Systems Program
Policy Statement

Independent studies are opportunities to engage in research with a faculty member to advance your learning in certain areas of interest. As an Information Systems major you may enroll in an independent study course for 3, 6, 9, or 12 units of academic credit according to the requirements listed below. You must arrange your own study by obtaining a faculty sponsor who will direct you and help define the academic component of your work, monitor your progress, and assign a final grade.

The course numbers for IS Independent Study are 67-390 and 67-393. 67-391 is also an independent study option for those who are interested in adding on an Independent Study after the add deadline has passed. The course section for either option is determined by the faculty member who works with you.

Permission for receiving credit is given after the attached application form is completed and submitted to an IS advisor, Brandy Wilson, Correy Dandoy or Gary DiLisio (Hamburg Hall 3031). An IS advisor will add the independent study course to your schedule of classes.

You must satisfy the following requirements to receive academic credit for independent study in the IS Program:

- The area of research must be related to information systems.

- Your faculty sponsor must be affiliated with the IS Program.

- Submit application by the end of the first week of classes of the semester in which you will have the study.

- Establish assignments, due dates for assignments (and progress review), and grading criteria with your faculty sponsor prior to submitting the application.

- You must be enrolled in the IS independent study course while you are doing the work for it.

- Maintain regular contact with your faculty sponsor as agreed to at the beginning of the study (a serious commitment here is expected).

Carnegie Mellon University
Information Systems

Independent Study Learning Request
Information Systems Program

Date: _____   Semester: _____

Student's Last Name: _____ First Name: _____
Andrew ID: _____

Course Number: 67–390   67–391   67-393   Independent Study in Information Systems
Course Section: _____
Number of Units: _____ (3, 6, 9, or 12)

Class: Freshman   Sophomore   Junior   Senior   Masters

Faculty Sponsor: _____
                                              (Please Print)
Proposal of project, assignment(s), and deadlines:

_____

_____

_____

_____

_____

Student Signature: _____   Date: _____

Faculty Sponsor Signature: _____   Date: _____

Application Deadline: End of first week of classes of the semester of the independent study.
Return to:

Correy Dandoy	**Gary DiLisio**	**Jessica Lutz**	**Sarah Avery**
Senior Academic Advisor	Associate Director of	Academic Advisor	Academic Advisor
Information Systems	Undergraduate Education	Information Systems	Information Systems
Hamburg Hall 3029	Information Systems	Hamburg Hall 3047	Hamburg Hall 3051
correy@cmu.edu	Hamburg Hall 3032	jlutz2@cmu.edu	savery@andrew.cmu.
	gdilisio@andrew.cmu.edu		edu

_____ Approved

_____ Not Approved

_____
                                    IS Academic Advisor Signature / Date

S3 Updated: _____ Date: _____

Revised: 11/2022