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 number for IS Independent Study is 67-390. 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 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:

- Sophomore, junior, or senior standing 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).
Independent Study Learning Request
Information Systems Program

Date: ___________________   Semester: ________________

Student’s Last Name: ____________________ First Name: ____________________
Andrew ID: ____________________

Course Number:  67–390 / 67–391  Independent Study in Information Systems
Course Section: _________
Number of Units: _________ (3, 6, 9, or 12)
Class:  Sophomore  Junior  Senior

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:
Gary DiLisio  Brandy Wilson
Principal Academic Advisor  Academic Advisor
Information Systems Program  Information Systems Program
Hamburg Hall 3031  Hamburg Hall 3031
gdilisio@andrew.cmu.edu  Brandyw@andrew.cmu.edu

Approved  Not Approved
________________________________________
IS Academic Advisor Signature / Date

S3 Updated: _______________ Date: _______________

Revised: 2/2019