Independent Research Proposal (4255)

An outline of your proposed research must be attached to this form before you submit it to the Independent Research and Internship with a Professor Coordinator. The supervising professor and the Independent Research and Internship with a Professor Coordinator must both approve your proposal by the end of the second week of the fall or spring semester, or by the end of the first week of the summer session. Electronic signatures can be accepted only if form is sent through the Mitchell Hamline email system.

Return completed form to the Registrar’s Office (registrar@mitchellhamline.edu or Room 119).

Date: ______________________
Name: __________________________________________________     ID#: ____________________________________
Phone Number: ____________________     Email Address: ___________________________________________________
Supervising Professor: _______________________________________
Number of Independent Research credits requested: (0-3) __________
See reverse side for information to determine credit value.

Semester: □ Fall   □ J-Term   □ Spring   □ Summer   Year: 20_____

Will this project satisfy the Advanced Research and Writing Requirement? □ Yes   □ No
Has this project made use of any previous writing done to fulfill the requirements of another course? □ Yes   □ No

I have read the Independent Research course description and have attached a detailed proposal.
Student Signature: _________________________________________     Date: ______________________________

I have agreed to supervise this Independent Research Project.
Professor’s Signature: _________________________________________     Date: ______________________________

This Independent Research project is: □ Approved   □ Rejected
The following changes are required for approval:

_________________________________________________________________________________________

Independent Research and Internship with a Professor Coordinator     Date

Office use only
Date received ___________     Date processed ___________     Completed by ___________

Updated February, 2018

mitchellhamline.edu
Independent Research: Academic credit will be awarded for independent research upon determination that the student has completed a project of sufficient complexity to require at least 45 hours of work per credit hour awarded. Students are responsible for tracking the time spent in researching, writing, and conferring with a faculty supervisor on an independent research project, and supervising faculty are responsible for verifying that the time expended by each student justifies the credit awarded.

Independent research proposals should include information sufficient to demonstrate that the project will justify the award of credit proposed. It is presumed for planning and approval purposes that a proposal for a research paper will justify an award of credit as follows:

<table>
<thead>
<tr>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 credit</td>
<td>1) At least 5,000 words, and 2) the judgment of both the faculty member supervising the Independent Research project and the faculty member who approves all Independent Research proposals that the project will require the student to spend at least 45 hours researching and writing the paper and conferring with the student’s faculty supervisor.</td>
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<tr>
<td>2 credits</td>
<td>1) At least 8,500 words, and 2) the judgment of both the faculty member supervising the Independent Research project and the faculty member who approves all Independent Research proposals that the project will require the student to spend at least 90 hours researching and writing the paper and conferring with the student’s faculty supervisor.</td>
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<tr>
<td>3 credits</td>
<td>1) At least 12,000 words, and 2) the judgment of both the faculty member supervising the Independent Research project and the faculty member who approves all Independent Research proposals that the project will require the student to spend at least 135 hours researching and writing the paper and conferring with the student’s faculty supervisor. Three credits will be awarded only in rare circumstances.</td>
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</tbody>
</table>

This presumption applies at the time a proposal is approved and does not substitute for a demonstration that the time actually expended on the independent research project justifies the academic credit awarded.