

## Independent Research Proposal (4255)

Complete this form, obtain faculty signature, and attach an outline of your proposed research by the add deadline for the selected term. Electronic signatures can be accepted only if form is sent through the Mitchell Hamline email system. The Office of the Registrar will seek approval from independent research coordinator.

**Return completed form to the Registrar's Office (registrar@mitchellhamline.edu or Room 120).**

Date: \_\_\_\_\_

Name: \_\_\_\_\_ ID#: \_\_\_\_\_

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\_\_\_\_\_

Has this project made use of any previous writing done to fulfill the requirements of another course?  Yes  No

Current Cumulative GPA \_\_\_\_\_ Effective Fall 2018, students must be in good academic standing to participate in independent research.

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: \_\_\_\_\_

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Office use only

Ind Res Coord Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Date received \_\_\_\_\_ Date processed \_\_\_\_\_ Completed by \_\_\_\_\_

*Updated January, 2021*

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:

1 credit	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.
2 credits	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.
3 credits	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. <u>Three credits will be awarded only in rare circumstances.</u>

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.