

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE
ACADEMIC AFFAIRS
SIP-3401.B
Independent Study Contract**

This is a contract between _____ and Southern, as represented by _____. The student has expressed a desire to complete the following course of Independent Study for _____ semester hours credit. In order to complete this Independent Study, the student has agreed, with the approval of the instructor and appropriate Division Dean, to complete this program within the time indicated. The student understands that the Independent Study contract may be renegotiated if the instructor and appropriate Division Dean approve of such renegotiation. This renegotiation must take place prior to the assigned due dates.

Contract Objectives (state the objectives in such a manner as to illustrate the expected student outcomes from this Independent Study):

Contract Assignments:

Due Date	Date Completed	Specific Assignment	Grade	Instructor's Initials

Contract Evaluation Procedures (detail the evaluation methods and processes which will determine the student's grade):

I, _____, understand the above contract and accept the responsibility as outlined above by the instructor. I further understand that to receive a grade, I must complete all assignments on time and to the satisfaction of the instructor. I also understand that if I do not complete the Independent Study, renegotiate the contract, or officially withdraw from the contracted arrangement, I will receive the letter grade of "F" (failure). An "I" grade will be issued only if circumstances demonstrated to be beyond my control prevent completion of the contract obligations. I agree to all foregoing conditions set forth and made part of the contract.

Student

Instructor

Approved: _____
Department Chairperson Date

Approved: _____
Division Dean Date

Approved: _____
Chief Academic Officer Date