THE NEW SCHOOL FOR GENERAL STUDIES

Independent Study

The New School Bachelor's Program offers credit for independent study courses arranged through the degree program office in conjunction with the academic departments. To apply for an independent study, a student should have earned **at least twelve credits in residence at The New School**, and have a project in mind that both contributes to his or her overall plan of study and does not duplicate existing course offerings. In most cases, independent study allows a student to explore a topic in more depth than would be possible in a typical undergraduate course. An independent study is normally arranged between one student and a faculty member, is completed during a single semester, and is offered for three credits. Students are allowed to take up to two independent study courses while matriculated in the New School Bachelor's Program.

Application Process
A student who wishes to do an independent study should discuss the plan with an academic advisor prior to the fall, spring, or summer registration period. The advisor will contact the associate director of the bachelor's program for preliminary approval and to solicit recommendations for potential instructors. If the advisor and department chair agree, an offer will be made to an appropriate faculty member. After these arrangements have been made, the student will work with the faculty member and advisor in developing and drafting a proposal. The proposal should state clearly:

1. the topic to be studied,
2. the issues or problems to be investigated,
3. the materials and methods to be used,
4. work to be completed,
5. due dates (if known),
6. how often the student and instructor will meet, and
7. how the student's work will be evaluated.

The faculty member and student indicate their agreement by signing the *Contract for Independent Study* form available on the bachelor's program website. The proposal must be formally approved by the department chair and the associate director of the bachelor's program before the course can be set up as an independent study.

Once the course has been set up as an independent study for the appropriate academic term, the student will be able to register for it.

Tuition is charged per credit, as with any other course in the bachelor's program curriculum. Independent study courses are subject to the same add and drop deadlines as any other course in the bachelor's program curriculum.