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Owner Diane Ryan: VP-Academic Affairs  
Area 3.0 Academic Systems

## Independent Study, 3.10

### PURPOSE

Yavapai College is committed to providing quality educational offerings to the students of Yavapai County and beyond.

### POLICY APPLICATION

This policy applies to the College faculty that are teaching an Independent Study course and students learning from an Independent Study course.

### OPERATIONAL POLICY

Independent Study allows opportunities for academic learning beyond what the College provides in the normal curriculum. This may involve creating a course ~~in a field where Yavapai College has no courses at all, or it may involve creating courses more~~ advanced or specialized than existing courses. Through this program, students can seek knowledge or skills not otherwise available in the College.

Independent Study is an opportunity to award College credit for new academic learning. ~~rather than~~ **It should not be used for credit for** prior learning, cooperative job placement, work study internships or service learning. Independent Study is not for non-college credit activities or for developmental studies.

### ~~PROCEDURE~~

### ~~Learning Outcomes and Activities~~

~~The learning outcomes and learning activities for each Independent Study course will be specified in a written contract as agreed to by the student, instructor, and the Division Assistant Dean/Associate Dean. The number of credits for an Independent Study contract is based on 45 hours of student learning~~

activities for each credit hour awarded.

## ~~Registration~~

~~Registration for Independent Study may take place throughout the academic year. However, all contracts must be completed by the designated deadline. Division Assistant Dean/Associate Deans, in approving registration requests must insure that learning outcomes and academic standards (including provision for adequate time for a student to complete the work) are addressed.~~

~~Students are limited to a maximum of 6 hours of Independent Study per semester. No more than 12 hours of Independent Study may be applied to completion of a degree or certificate program.~~

## ~~Grading~~

~~Independent Study courses must be completed with the A-F or S/U grading options.~~

## ~~Course Supervision~~

~~The assignment of instructors to Independent Study courses is the responsibility of the Division Assistant Dean/Associate Dean. An instructor may not supervise more than 5 Independent Study students or more than 15 semester hours of Independent Study credits in a semester. Instructors are compensated for supervising Independent Study students at the rate of one load hour per 10 student credit hours.~~

## RELATED PROCEDURES

Independent Study, 3.10.01

## RELATED POLICIES

There are no related policies.

## RELATED INFORMATION

Independent Study Contract

## POLICY HISTORY

Adopted 4/8/2003

Revised to "Operational" Policy and owner reassigned 3/5/2021

Transferred to PolicyStat 12/1/2021

# Approval Signatures

Step Description

Approver

Date