

# SIERRA COLLEGE

## ADMINISTRATIVE PROCEDURE

AP 4101

### Independent Study

|                |                                |
|----------------|--------------------------------|
| Date Adopted:  | 3/9/2001                       |
| Date Revised:  | 5/12/2017                      |
| Date Reviewed: | 12/13/2024                     |
| References:    | Title 5 Sections 55230 et seq. |

Independent study courses are approved at the department level by the Curriculum Committee through the same process used for other credit or noncredit courses (referenced in Board Policies 4025 and 4220). The courses are designed for students interested in furthering their knowledge, at an independent study level, in an area where no specific curriculum offering is currently available. Independent study might include, but is not limited to, research papers, special subject area projects and research projects. Independent study courses may be taken one time for credit per discipline, at the rate of 54 hours per unit, with each course limit of 1-3 units.

As outlined in the college catalog, individual students apply for independent study using an “Independent Study Project” petition which is approved by the course instructor and the appropriate educational administrator.

The petition includes a written description of the project, the specific learning outcomes of the project, and the specific evaluation methods and grading standards for the project. Academic standards for independent study are the same as those applied to other credit or noncredit courses.

The petition also sets forth periodic dates, times, and a location for meetings with the instructor ensuring the student has regular access to the instructor.

Petitions are archived in the Admissions/Records office.

See Board Policy 4100, 4025, 4220