

Application for Independent Study (23) or Field Work & Service (22)

PLEASE NOTE

- This application must be completed by the student and instructor and approved by the appropriate dean before the student will be permitted to register for Independent Study or Field Work and Service
- **Must submit completed form and register prior to grading option deadline – see semester calendar for date. Completed form must have all signatures (student, instructor & Area Dean), learning outcomes and outline.**
- Independent study projects must advance a field of study in an academic discipline. Students requesting independent

study must demonstrate adequate background in the discipline; for example, students may have completed all courses offered by the college in the requested subject. Each unit requires 54 hours of activity. Independent Study may be repeated until a maximum of six units are accrued.

- Field Work and Service projects must involve organized activity with vocational or academic objectives. Each unit requires a minimum of 54 hours of activity.
- The student is responsible for keeping written records of time spent and for submitting the written records to the instructor at the end of the project or semester.

STUDENT:

Student's Name _____ Gavilan ID _____

Address _____
Street City State Zip

Email: _____

Discipline to which
 Study Applied _____ CRN Number _____ Units _____

Instructor _____ Semester & Year _____

Number of units previously completed
 in Independent Study in this discipline _____

Number of units previously completed
 in Field Work & Service in this discipline _____

Gavilan courses completed in this discipline _____

STUDENT/INSTRUCTOR:

Description of project or planned activity:

INSTRUCTOR:

What experience and knowledge will the student gain from this study that extends beyond the existing course offerings?

Text and/or reference materials to be used:

Learning Outcomes (to be completed by instructor)

Learning outcomes should clearly reflect skills and experiences beyond those provided by existing courses.

1. **Course Learning Outcomes** – Complete this section to demonstrate the student’s use of critical thinking and reasoning skills including the ability to formulate and analyze problems and to employ rational processes to achieve increased understanding.
2. **Institutional Learning Outcomes (ILO)** – Identify by number which of the following are supported by the Course Learning Outcome:
(1) Communication (2) Cognition (3) Information Competency
(4) Social Interaction (5) Aesthetic Responsiveness (6) Personal Development & Responsibility
(7) Content Specific
3. **Measure of Outcome** – How will the Course Learning Outcome be measured (written exam, oral exam, oral report, role playing, project, performance, demonstrations, etc.)?

(1) Course Learning Outcome	(2) ILO	(3) Measure

Course Evaluation Criteria and Procedures (to be completed by the instructor):

Identify exams, papers, reports, presentation and/or other projects to be evaluated.

Approvals

I agree to participate in the above described activity _____ Date _____
Student Signature

I agree to supervise the above activity _____ Date _____
Instructor Signature

Signature of Area Dean _____ Date _____
Area Dean Signature

**GAVILAN COLLEGE
CHRONOLOGICAL OUTLINE OF INDEPENDENT STUDY**

Weekly Content
(To be completed by the instructor)

**Student initial
when completed**

1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	

Submit copies to: Area Dean, Instructor, Student, and Admissions & Records Office