

MOUNT ST. JOSEPH UNIVERSITY -- LEARNING CONTRACT

To be completed for Directed Research, Independent Studies (IS), or Internships.

Attach a copy of discipline specific policies and/or guidelines (if departmental requirements exist).

Instructor completes form with student. Instructor emails form to student. Once student notifies instructor and they accept the contract, instructor forwards student email and contract to chair. Chair will email their approval to the Dean. Dean will approve and email all forms and email approvals to the Registrar's Office at Registrar@mjs.edu.

_____ [] Undergraduate [] Graduate
 Student Name (please print) ID #

_____ _____
 Dept. Course # Course Title Regis. Sem/Term

Credit Hours	Grading Type – Check One	Course Type – Check One	
	<input type="checkbox"/> Letter Grade	<input type="checkbox"/> Independent Study	<input type="checkbox"/> Internship
	<input type="checkbox"/> Pass/Fail Option	<input type="checkbox"/> Directed Research	

Faculty confirms there is no other course that is offered to meet the above named course for a graduation requirement.

Faculty confirms there is no other course offered to meet the particular area of interest for which the IS is being conducted.

Nature of Independent Study and **why** student is up to the task: _____

Learning Outcome(s): _____

Particular Activity, Paper, Project	Completion Date	Resources/Manner of Collaboration	Criteria used to Evaluate
1.			
2.			
3.			
4.			
5.			

Completion Date: _____ (date for student to submit final work to instructor). # of meetings _____

 Student Signature Date Instructor Print & Sign Date

 Chairperson Date School Dean Date Honors Program Director Date
 (needed only for Honors courses)