

# ENGL BC3999: Independent Study Application Form

(This form is not for projects in connection with creative writing)

*Guidelines for independent study projects are on the third page of this form.*

This completed and signed form, along with the prospectus and bibliography, must be submitted to Julissa Acosta ([jacosta@barnard.edu](mailto:jacosta@barnard.edu)) by 3:00 pm on the day before the last day of the final registration period for the semester. Check the English Department website for the exact due date of a particular semester.

If an instructor is unable to sign this form digitally, please cc them on your email.

Name \_\_\_\_\_ Major Adviser \_\_\_\_\_

Barnard Email \_\_\_\_\_ Expected Graduation Date \_\_\_\_\_

1. Title of proposed project

\_\_\_\_\_

2. Name of department sponsor (please print) \_\_\_\_\_

3. Semester in which the proposed project will be written

Fall (semester-long)

Fall A

Fall B

Spring (semester-long)

Spring A

Spring B

Summer A

Summer B

4. Number of points \_\_\_\_\_

5. Is this course counting in place of a senior seminar for the English major?      Yes      No

6. Prospectus (attach as a separate document; see guidelines on the third page of this form)

7. Briefly annotated bibliography (attach as a separate document; see guidelines on the third page of this form)

8. List writers and works to be studied

9. List previous courses taken that have been germane to this project

10. List plans for conferences including a schedule (at least 3 conferences)

11. Hours per week devoted to this project (est: at least 8) \_\_\_\_\_

12. Other relevant information

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Signature of Department Sponsor and Date

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Signature of English Department Chair and Date

## Guidelines for Independent Study Projects

(These instructions are not for projects in connection with the writing concentration)

**Please note:** Permission is given rarely and only to students who present a clear and well-defined topic of study, who have a Department sponsor, and who submit their proposals well in advance of the semester in which they will register. As these are guidelines only, they may be modified at the sponsor's discretion.

1. A student must seek the tentative approval of a sponsor no later than November 15th for spring semester projects and, for fall semester projects, no later than April 15th. At this time she must

(a) provide a plausible case for the impossibility of realizing her project in the framework of an existing senior seminar and

(b) supply evidence of prior work in the area of the independent study project.

2. Approval is contingent on the sponsor's discussion of the project with the Chair of the Department.

3. After receiving the sponsor's tentative approval and the concurrence of the Chair of the Department, the student must submit a 500-word prospectus and a 10-item, briefly annotated preliminary bibliography of secondary sources no later than the last day of either term. (She should leave her email address or the like with the sponsor for communications during the recess.)

4. The completed application form must be submitted to the English Department Administrative Assistant (Julissa Acosta, [jacosta@barnard.edu](mailto:jacosta@barnard.edu)) by 3:00 pm on the day before the last day of the final registration period for the semester. Check the English Department website for the exact due date of a particular semester.