**INDEPENDENT STUDY SYLLABUS TEMPLATE RAMAPO COLLEGE OF NEW JERSEY School of (Insert the Name of the School of Your Faculty Sponsor)**

**Course Information**

HNRS 499: Title

Credit Hours: 1, 2, 3, or 4? (A total of 2-4 credits is required.)

Semester/Year

**Instructor Information**

Instructor's Name and Title:

Office Location and phone number: Office hours:

E-mail address: Mailbox location: School Office location:

School Office phone no.:

**Generic Course Description for All Independent Studies**

Limited opportunities to enroll for course work on an Independent Study basis are available. A student interested in this option should obtain an Independent Study Registration Form from the Registrar, have it completed by the instructor and school dean involved, and return it to the Registrar's Office. Consult the current Schedule of Classes for policies concerning Independent Study.

**Customized Course Description for This Independent Study**

*[Describe this Independent Study.]*

**Course Goals**

*[Include the general goals of the course. This entry should provide students with a general understanding of what students will know, do, grasp, or see as a result of taking this course. What are the general skills, aptitudes, or bodies of knowledge which this course seeks to enhance? It is in this area of the course syllabus that instructors have an opportunity to describe how a course would emphasize forms of critical writing, thinking, and reading.]*

**Measurable Student Learning Outcomes**

Honors Outcome 1.1: Conceive, plan and execute a professional quality academic/research or creative project from the perspective of one’s own discipline(s).

Honors Outcome 1.2: Write effectively in scholarly and creative contexts. (We share this outcome with Gen Ed.

*[Your faculty sponsor may add more outcomes here.]*

**Texts, Readings, Materials**

*[List all readings (i.e., required, Library Reserve, and recommended) in the documentation format most appropriate for your discipline; it is also helpful for students if you include the ISBN. The library website provides links to the common bibliographic formats.*

*If your course requires students to purchase specific materials, they should be specified in this section.]*

**Course Requirements**

*[List and describe all requirements along with the percentages or points they are worth.]*

**Independent Study Schedule**

*[List chronologically established meeting dates, times, and locations/medium, project/assignment due dates or milestones, and approximate amount of time that the student should spend on the independent study (daily or weekly) to complete any project or other assignments. The total amount of time should match the number indicated in the credit-and- contact-hour table in the independent study contract.]*

**Grading Policy/Scale**

*[Describe how you plan to determine the grade, and insert the grading scale.]*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A | A- | B+ | B | B- | C+ | C | C- | D+ | D | F |
|  |  |  |  |  |  |  |  |  |  |  |

**Attendance Policy**

*[Insert your attendance policy, if applicable]*

College policy states that students must notify faculty within the first three weeks of the semester if they anticipate missing any classes due to religious observance.

**Electronic Forms of Communication**

In accordance with College policy, I will use your Ramapo College email address

(@ramapo.edu) to communicate with you about all course-related matters.

**Policy on Academic Integrity**

Students are expected to read and understand Ramapo College’s academic integrity policy, which can be found online in the *College Catalog*. Members of the Ramapo College community are expected to be honest and forthright in their academic endeavors. Students who violate this policy will be required to meet with the faculty member and/or will be referred to the Office of the Provost.

**Students with Disabilities**

If you need course adaptation or accommodations because of a disability that has been documented with the Office of Specialized Services, please make an appointment with me.