



POLICY ON DIRECTED INDEPENDENT STUDY

POLICY NUMBER:	2018-01-POL-AS
TITLE OF THE POLICY:	Directed Independent Study
DATE OF ADOPTION:	2 October 2017
SUPERSEDES:	2015-11-POL-AC and TAS Paper No.: 17-158
DATE OF IMPLEMENTATION:	Spring 2018
PROJECTED DATE OF REVISION:	Spring 2021
PURPOSE OF THE POLICY:	To establish guidelines by which a student is approved to register for a Directed Independent Study
ACCOUNTABILITY:	Office of Academic Affairs
RELATED POLICIES:	None
APPENDICES:	Appendix I – Request for Directed Independent Study

1.0 Definition

A Directed Independent Study (DIS) provides an opportunity for students to examine a subject in greater depth and in a more independent manner than would be possible through the traditional course offering. It also allows students to explore an area of special interest for which there is no provision in the existing contract of study. Further, a DIS may be used as a substitute for a major area course that is not being offered during the semester for which the student wishes to enroll. In such instances, the material covered in the DIS is essentially the same as that covered in the course when offered during a regular semester.

2.0 Purpose

The purpose of this policy is to establish the guidelines and procedures by which students may petition the relevant Academic Dean through the Head of the Academic Unit for permission to take a course by Directed Independent Study.

3.0 Policy Statement

- 3.1 Students with a minimum cumulative grade point average of 2.00 and who are in their final year of study may petition the relevant Academic Dean through the Head of the Academic Unit for permission to take a course by Directed Independent Study.
- 3.2 Students must submit a *Request for Directed Independent Study* along with an up-to-date copy of their Student Advisement Form/Contract of Study to the Academic Dean through the Head of the Academic Unit responsible for the course.
- 3.3 Upon the recommendation of the Unit Head, the Dean may approve a Directed Independent Study which
 - 3.3.1 provides the student with an opportunity to examine a subject in more depth and in a more independent manner than would be possible in a traditional course. In this instance, a course syllabus should be developed by the faculty member in consultation with the student.
 - 3.3.2 is being used as a substitute for a major area course provided the course is not scheduled, or, if it is scheduled, will be cancelled by the University; or provided the course does not require a practicum, laboratory or field trip component. In such instances, the Academic Senate course

outline along with a course syllabus inclusive of the weekly scheduled one-on-one conference times shall be provided to the student at the beginning of the semester/session.

- 3.4 Normally, students may take no more than one (1) course by Directed Independent Study.