

**COLLEGE OF LIBERAL ARTS AND HUMAN SCIENCES**  
*Virginia Polytechnic Institute and State University*  
**Independent Study and Undergraduate Research (IS/UR) Request Form**  
*(X974, X994)*

STUDENT INFORMATION	COURSE INFORMATION
1) Name:	1) Department
2) Student #:	2) Course #: <span style="float: right;">CRN#:</span>
3) E-Mail Address:	3) Term/Year:
4) Major:	4) Instructor:
5) Other Major if Double Major:	5) Date Request Submitted
6) College:	6) Credit Hours: <span style="float: right;">P/F <span style="margin-left: 50px;">A/F</span></span>
7) Total Hours Passed	7) Title of Proposed Study (limit to 21 characters)
8) Overall GPA <sup>1</sup>	8) Does student satisfy departmental standards for IS or UR? <span style="display: block; text-align: center;">Yes <span style="margin-left: 100px;">No</span></span>
9) In Major GPA <sup>2</sup> :	
10) Previously completed: _____ hours of IS and _____ hours of UR	
11) Use of this course for: Free elective: _____ Dept/College: _____ Required: _____ Substitution for Department: _____ Course Number <sup>2</sup> _____	
12) Total hours this term including this course <sup>3</sup> :	

<sup>1</sup>Student must meet the GPA of his /her College and of the department offering the course for approval.

<sup>2</sup>Substitution form must be submitted if IS/UR is to be used for a required course.

<sup>3</sup>Overload request form must be submitted if enrollment in this course constitutes an overload.

**ATTACH ADDITIONAL INFORMATION AS NEEDED**

Provide a description of the study, objectives, materials and methods, justification and method of evaluation. Use additional sheets if necessary

**STUDENT WILL BE REGISTERED IN THE COURSE BY THE ACADEMIC DEAN OF HIS/HER MAJOR (FIRST MAJOR IF STUDENT IS A DOUBLE MAJOR) IF THE STUDENT MEETS REQUIREMENTS AND DEADLINES ESTABLISHED BY THE COLLEGE OF THE STUDENT**

APPROVALS:

Student	_____
Instructor	_____
Advisor	_____
Dept. Head of Instructor	_____
Academic Dean of Instructor	_____
Academic Dean of Student	_____

To ensure efficient processing and attribution to the department offering the course, this form should be completed and submitted for approval prior to the end of classes of the preceding term but no later than the 10<sup>th</sup> day of classes in the term in which the class is taken.