

PETITION FOR INDEPENDENT STUDY

STUDENT AND COURSE INFORMATION:

Name

GGU ID# or SS#

Term: 20____ Fall Spring Summer

Email Address

Anticipated graduation month & year (e.g. 05/2011): _____/_____

Course:

- LAW-884 Independent Study (JD students only) Select 1 to 2 units
- LLM-399 Directed Study (LLM students only) Select 1 to 3 units
- LLM-386 Thesis (LLM students only) Select 4 to 6 units

Number of units: 1 2 3
 4 5 6

Description of project/paper: _____

- I understand that the paper is due no later than the last day of this term's final exam period.
- I understand that I am accountable for Golden Gate University's registration and payment policies if my request is approved.

Student signature

Date

For JD Students:

- I acknowledge receipt of the Independent Study guidelines.

FACULTY ADVISOR APPROVAL:

Faculty advisor name (Please print): _____

Signature _____

Date _____

Select grade type:

- Letter grade (This is the default grade type.)
- Credit/No Credit (This option must first be approved by the faculty advisor and counts towards the allowable total of Credit/No Credit units for your degree program.)

ADMINISTRATIVE ACTION: Approved Denied

Associate Dean or LLM Program Director

Date

Independent Study Guidelines

JD Course Description

Independent Study (1.00-2.00 units) LAW – 884

Students have the opportunity to do independent research under direct faculty supervision in areas of special interest. They may enroll in the course on a letter-grade or credit/no-credit basis after making arrangements to work with a faculty member and after receiving the approval of the director for student services. Students must complete 45-60 hours of research and writing for each unit. Unit value for the work is determined in conference with the supervising faculty member. Appropriate registration forms are available from the registrar.

JD students may enroll in a maximum of two units per term and four units total in Independent Study. Note that HLP students apprenticing outside the Bay Area who need to enroll in three units in one term for financial aid purposes may seek permission to enroll in a third unit for that term.

Guidelines for Independent Study

1. Students may be supervised by a full-time, visiting, or adjunct faculty member who is teaching during the semester in which the student initially enrolls in the course. Students wishing to be supervised by a faculty member who is not teaching that term may seek special permission from the director for student services. [The director's role is to verify that the faculty member understands and agrees to our guidelines and will be easily accessible to the student.]
2. Completing an Independent Study course involves a substantial amount of effort. Students are expected to work a minimum of 45-60 hours per unit.
3. The due date for the paper or project may be no later than the last day of the exam period for the term. Extensions beyond that date must comply with the rules regarding Incompletes.
4. The subject matter should be determined by the student and the supervising faculty member. A student may not receive Independent Study credit for any work completed for another course, including clinical work. Students may not be paid for their work.
5. The project must exhibit substantial, careful, and competent research, and it must demonstrate articulate, thoughtful, and well-structured analysis of the subject matter. It must also meet the following requirements:
 - a. If the project is a paper, it should ordinarily be a minimum of 15 pages in length for one unit, or 25 pages for two units, excluding footnotes, endnotes, or bibliography, double spaced, using 12 point Times Roman font, with one inch margins all around. Footnotes must comply with either ALWD or "Blue Book" citation as directed by the faculty adviser.
 - b. In limited circumstances, students may receive credit for a legal research project other than a paper.
 - c. The project must rely on multiple sources and primary authority.

- d. The overall tenor must be law-related.
6. Students may receive one or two units of credit for an Independent Study project, as determined by the faculty adviser in advance of enrollment. When the project is for the purpose of supplementing or expanding work done for a course, the student shall receive only one unit of credit. Students may enroll in only one Independent Study project per semester and may earn no more than four units total.
7. Independent Study may be taken for a letter grade or CR/NC.
8. Students must submit a Petition for Independent Study form, which requires the signatures of the faculty adviser and the director for student services. This form must be submitted no later than the end of the third week of the fall and spring terms, and no later than the second week of the summer term.

Adopted by faculty March 2008