# BACHELOR OF ARTS PROGRAM

## Study Plan for Independent Study

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<tr>
<th>Name &amp; ID#</th>
<th>Cell/Home Phone:</th>
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<tr>
<td>Street Address:</td>
<td>Work Phone:</td>
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<tr>
<td>City/State/Zip:</td>
<td>E-mail:</td>
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| Area of Concentration: | Date: |

| Number of terms/credits completed in BA: |
| Number of terms/credits still to complete (after this one) |

<table>
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<tr>
<th>Faculty Name &amp; ID#:</th>
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| Study Title (use 30 spaces max ) |

| Descriptive Subtitle: |

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### A. Write a paragraph describing the main focus and goals of your independent study. Please be sure that your statement provides fairly specific answers to the following questions:

1. What are you going to study this term?
2. Why does it make sense to do this study now in light of your short and long-range goals?
3. What questions about your topic do you want to explore during this term?

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### B. Write a paragraph describing how you will go about accomplishing the goals of the study. Please be sure that your statement provides fairly specific answers to the following questions:

1. What methods, media, forms of work, resources, etc. will you employ to accomplish your goals?
2. How will you schedule your work on the study?
3. How will you organize your study?
4. How will you communicate what you are learning and doing to your advisor and to others in the study group?
5. What tangible work will you complete during the term?

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### C. Please write a paragraph responding to the following questions which address your progress toward the degree.

1. What academic skills (e.g. reading, writing, critical and creative thinking, time management) will you intentionally address this term and how?
2. Which degree criteria will be fulfilled or substantially strengthened through this study?
3. How does this study relate to your area of concentration?
D. Referring to your goals and questions in Section A and in terms of the Criteria for a Successful Study (see last page of this form), which your faculty advisor will use to evaluate your term, please write a paragraph addressing how you will evaluate the success of your term and how you will know you have met the goals of your study plan.

E. Please list a preliminary bibliography (16-20 books) in appropriate format.

FACULTY ADVISOR’S COMMENTS

1. What do you understand to be the goals of this study? Which degree criteria (if any) does student intend to fulfill? Will this study contribute to the student’s area of concentration? If so, how?

2. How often (or on what dates) do you expect to receive correspondence or specific pieces of work? Have you requested a mid-term evaluation and second half study plan (if you have, when do you expect to receive them)?

3. Additional comments:

Note: The residency is an intrinsic part of each term. Each student is expected to participate in all residencies in their entirety. The only exceptions are for medical emergencies, and the Program Advisor and Faculty Advisor must be notified.

Students must send work and progress reports to their faculty advisor regularly, at least four substantive mailings per term, reflecting the work that went into the study, its process and products and active dialogue. If nothing substantive is received from the student by mid-term (8 weeks into the term), an Incomplete will be necessary (assuming 3/4 of the student’s work is completed by the term’s official end, such work includes sufficient written dialogue with the faculty advisor). Failure to submit any work by mid-semester will result in a no-credit study. Notes: Be sure to keep a copy of everything you send to your advisor. Email packets to advisor. Or, if you work in hard copy, send your advisor the originals of all your work plus one extra copy. Your advisor will use this copy for comments and will return it to you.

Faculty’s Signature: ___________________________ Date: __________

Student’s Signature: ___________________________ Date: __________
INDEPENDENT STUDY GUIDELINES

A successful independent study should have fulfilled the four points below:

1. **Commitment to the study.** Some quantitative measurement amount of reading, writing, research, revision, interviewing, etc. (plus participation in residencies) and staying in close touch with the advisor (minimum of four substantive packets per term plus full participation in group activities). Extras: going to plays or poetry readings, participation in residency activities, etc. This is not simply a sincerity test. In short, has the student put 20 hours a week into the semester’s work?

2. **Vigorous dialogue.** Here, the advisor and student share in the process of the study. Is the writing in letters and other materials detailed, insightful? Did the student respond to questions and criticism? Did the student seem open-minded, curious, involved in the term’s work?

3. **Growth/progress.** Where did the student begin the term and where and how has the student moved and grown over the term? Some examples: Increased skill levels, increased mastery of materials. More subjective growth—confidence, willingness to risk, creativity.

4. **Quality of products.** Are the papers well-organized, articulate, insightful, ambitious? (Included are other byproducts, such as poems, stories, a film, photographs, paintings, curriculum design, annotated bibliography, or other appropriate documents are included.) Does the writing synthesize the material? Do papers provide support for their arguments? Are they interesting? Original? Are they B.A. level work? Do they reflect appropriate progress toward the degree?

The BA Program’s Seven Degree Criteria – all of which must be met before graduation – include:

1. The ability to write clearly, to read with good comprehension, to speak effectively
2. The ability to identify, analyze, and solve problems
3. Knowledge of contemporary cultures and their foundations (history + two social sciences)
4. Awareness of ethical, moral, and spiritual concerns (one course of ethics, philosophy, religion, law, etc)
5. An appreciation of aesthetics (literature + studio art)
6. An awareness of quantitative and scientific methodologies (science + math)
7. Commitment to active & positive participation in the world

Union has four learning outcomes to be met by students at all levels, bachelor’s, master’s, & doctoral. These will be addressed as you go about your bachelor level studies and in group activities.

I. **Communication**
II. **Critical and Creative Thinking**
III. **Social & Ethical Responsibility**
IV. **Social & Global Perspectives**