

Maritime College Engineering Department Administrative Policy

Title: Independent Study in Engineering

No. 17-04

Date: 03.22.2017

This policy describes procedures required to register for Engr 601/602 *Independent Study in Engineering I/II*. These courses qualify as Engineering Electives; they may not be used to substitute for required courses in B.E. programs at Maritime College.

A. Course Descriptions:

ENGR 601 Independent Study in Engineering I

1, 2, 3, or 4 credits each.

Theoretical or experimental independent investigation of special topics in engineering. Student work will be under the direct supervision of a faculty mentor in the Engineering Department.

Prerequisite: Permission of the chair.

ENGR 602 Independent Study in Engineering II

1, 2, 3, or 4 credits each.

Theoretical or experimental independent investigation of special topics in engineering. Student work will be under the direct supervision of a faculty mentor in the Engineering Department.

Prerequisites: ENGR 601, permission of the chair.

B. Required documentation: Students seeking an Independent Study must prepare a Proposal in conjunction with an Engineering faculty member who serves as mentor and director of the work. Once approved by the faculty member, the proposal is submitted to the Engineering department chair for approval. When approved, the student registers via an 'add form' submitted to the Registrar, with the mentor as instructor of record.

The Proposal must include the following:

1. Title block with student name, course number and name, instructor, credit value, semester and year.
2. Description of the work in sufficient detail to justify the credit value of the course.
3. A list of specific Learning Objectives to be accomplished by the student during the course.
4. A list of the deliverables that will be completed by the student during the semester. Generally speaking, every independent study must include a final written report. There must be a specified mid-semester deliverable, and a mid-semester grade must be recorded for the student. The course is required to include a 'culminating activity,' which could include a final exam, oral presentation of a final report, poster presentation, etc.
5. Signatures of the student, Engineering faculty mentor and Engineering department chair.