

**DEPARTMENT OF PLANT, SOIL, & INSECT SCIENCES
UNDERGRADUATE PROGRAM OFFICE
INDEPENDENT STUDY / PRACTICUM AGREEMENT FORM**

Semester _____ Credits _____ Course #: **PLSOILIN** _____ Class No. _____

Student's Name _____ Student No. _____ Class Yr _____

Major _____ Telephone #. _____ E-mail: _____

Anticipated Completion Date: _____ Grading: Letter Grade / Pass-Fail* (circle one)
*only specific courses can be taken P/F -see reverse

Pre-requisite course work for this study (to be completed in consultation with faculty supervisor):

Check course work already completed and list other relevant courses taken.

- | | | |
|---|---|---|
| <input type="checkbox"/> Plant Biology / Botany | <input type="checkbox"/> PLSOILIN 200-400 level courses (Please list) | <input type="checkbox"/> ENTOMOL / PLNTSOIL 500-level courses (Please list) |
| <input type="checkbox"/> Soils | _____ | _____ |
| <input type="checkbox"/> Chemistry | _____ | _____ |
| <input type="checkbox"/> Entomology | _____ | _____ |
- Other relevant course work taken: _____

Project Objectives and Planned Activities (attach any necessary additional information)

Criteria for Evaluation (1) list all relevant work products: weekly journal, final report, oral presentation, etc. and 2) include justification for the number of credits to be awarded - see reverse side of sheet for guidelines)

Submitted by:
Student (Print) _____

Signature _____ date: _____

Approved by:
PSIS Faculty (Print) _____

Signature _____ date: _____

**DO NOT WRITE IN THIS SPACE
FOR OFFICE USE ONLY**

**Approved by PSIS
Undergraduate Program Office**

**Added to student schedule
Date completed _____**

**THIS COMPLETED FORM MUST BE RETURNED TO FRENCH HALL (ROOM 103)
BEFORE THE END OF ADD-DROP PERIOD**

DEPARTMENT OF PLANT, SOIL & INSECT SCIENCES GUIDELINES FOR INDEPENDENT STUDY / PRACTICUM COURSES

The Independent Study / Practicum Agreement Form is a contract between the instructor and the student whereby the responsibilities of each party are clearly defined. This form is used by the Department to track students taking independent study and practicum courses, and to ensure that appropriate grades are filed by each cooperating faculty member at the end of the semester. This form must be on file with the Undergraduate Program Office before the end of the Add/Drop period for the semester in which the student wishes to be registered for credit. The student is responsible for obtaining all necessary signatures and filing this completed form in a timely manner.

Practicum Courses

A student should be registered for a practicum when an internship or other pre-professional work-related experience is conducted for academic credit. These courses are available within the department at several levels with various grading options as outlined below. All practicum experiences require a satisfactory performance evaluation by the work supervisor before credit will be awarded. Graded practica require the student to maintain a weekly journal and prepare a final report at the conclusion of the experience. Individual faculty may supply additional specific requirements as criteria for grading.

PLSOILIN 298	1-15 credits	Mandatory Pass/Fail grading
PLSOILIN 398	1-15 credits	Must be graded
PLSOILIN 398A	1-15 credits	Mandatory Pass/Fail grading
PLSOILIN 498	1-15 credits	Must be graded
PLSOILIN 498Y	1-15 credits	Must be graded. May extend for entire academic year.

Independent Study Courses

A student should be registered for an independent study when undertaking an individualized learning activity under the direct supervision of a faculty member. Acceptable projects include field/greenhouse/laboratory research projects (not routine labor), literature reviews and reports. Other types of projects may be acceptable but require individual review by the Undergraduate Program Office. ALL Independent Study courses must receive a letter grade. Available courses include:

PLSOILIN 196	1-6 credits	For students conducting a freshman-level learning experience which requires no prerequisite knowledge or prior course work.
PLSOILIN 296	1-6 credits	Sophomore-level project for students who have completed foundation course work in biology, botany, and/or soil science.
PLSOILIN 396	1-6 credits	Upper-level project for students who have completed intro course work in biology/botany, soils and/or entomology, and at least two mid-level PLSOILIN courses.
PLSOILIN 496	1-6 credits	Upper-level project for students who have satisfactorily completed at least one ENTOMOL/PLNTSOIL 500-level course and one semester of chemistry (in addition to the foundation course work mentioned above). Also available as 496A (IS-Plant Science), 496B (IS-Soil Science), & 496D (IS-Insect Science).

Standards for Credits Earned

It is expected that the student will perform 3 hours of work per week (of the regular semester) for every credit hour earned. This equates to a total work load of 40+ hours per semester for every credit hour awarded.