

Graduate Handbook: Regulations governing the use of Math 597 (Independent Study) in the Department of Mathematical Sciences.

There are **three** main types of use for Math 597 in DOMS:

- Type A. To take an undergraduate course in which the student has deficiencies from their undergraduate program. This is typically done by students in their first graduate year.
- Type B. To take a regular graduate course, when the student has only one credit of tuition available. This is typically done by students in years 2 thru 4, when they have 9 credits of tuition as part of their support, and want to take three regular (4 credit) courses.
- Type C. To take a one-on-one independent course with a faculty member. This is typically done by students who have found or are in the process of finding a PhD advisor, mostly in year 3 and above.

Procedures:

1. At the beginning of the semester, the student and the faculty member shall fill and sign *Form #1* below, briefly outlining the content of the independent study.
 - For type (A) the outline must include enough material beyond the undergraduate course to make it a graduate level course.
 - For types (A) and (B), the title of the independent study must include the title and course number of the regular course it is being taken with. Both title and course number go in the student's transcript.
 - For type (C) the instructor, in agreement with the student, will select an appropriate title that will go in the student's transcript.
2. When the grade is submitted for Math 597 of type (A) or (B), the instructor shall fill in *Form #2* below, advising the Master's Exam Coordinator and the Graduate Committee if the work done should be counted as one of the courses to satisfy distribution requirements for the degree.
3. Both forms shall be placed in the student's file, with copies to the student.
4. The Graduate Committee shall only approve the inclusion of Math 597 credits for degree requirements when it is satisfied that they do not duplicate other credits presented. Except in unusual circumstances, the Graduate Committee shall approve no more than 4 hours of Math 597 of type (A) for the MA degree.

Form #1
Math 597, Independent Study

1. Name of Student: _____

2. Semester - Year: _____

3. Number of credit hours: _____

4. Instructor: _____

5. Type of independent study: _____(A) _____(B) _____(C)

6. Title:

(If type is (A) or (B), title and course number of the regular course)

7. Brief outline of the independent study:

Instructor: _____ Date: _____

Student: : _____ Date: _____

Form #2
Math 597, Independent Study
Type (A) or (B) Only

1. Name of Student: _____

2. Semester - Year: _____

3. Number of credit hours: _____

4. Instructor: _____

5. Type of independent study: _____(A) _____(B)

6. Title and course number of the regular course:

7. Grade assigned to student: _____

8. Comments on student's performance:

9. Recommendation on whether or not to count towards the MA degree,
and use for the MA exam: _____ Yes _____ No

Instructor: _____ Date: _____