Administrative Procedures

Chapter 4, Instruction

AP 4101 Independent Study

Independent study courses provide individual students challenging and in-depth study on approved topics within any subject area. They provide the students experience in planning and outlining a course of study on their own initiative under instructor and departmental supervision.

Students desiring to register for an Independent Study course must first develop their own project and submit this in writing for the approval of the instructor who will guide the project, and the appropriate administrator.

A learning contract is established in consultation with a faculty member and must be submitted to the Admissions and Records office by the deadlines established by the college. It must include the number of units and hours of study required, the work product to be evaluated, and the college facility required.

It is recommended that students who contemplate enrolling for Independent Study courses should have completed one semester of college work and should have taken at least a minimum of one previous course in the specific department in which they will do the Independent Study.

Students enrolling in an Independent Study course in a Career Technical Education field must pursue a major or certificate in the Career Technical Education area of which the independent study project is a part.

Academic standards for independent study are the same at those applied to other credit or noncredit courses.

Procedures for evaluation of student progress are the same as those applied to other credit or noncredit courses.

Access to the instructor is the same as that commonly available to students in courses conducted by other instructional methods.

The University of California (UC) determines credit after transfer, which means that independent study courses are not counted for admission. Students should be advised to see a counselor for details.

References: Title 5 Sections 55230 et seq.

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Approved: 4/17/12

Reviewed: 10/19/21