

**Course Prefix & Number: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **CRN: \_\_\_\_\_\_\_\_\_\_\_\_ Credit Hours: \_\_\_\_\_\_\_\_**

 **Term & Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**College of Arts & Sciences**

**Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Instructor:**

**Phone:**

**E-mail:**

**Office Hours:**

# University Course Description

* **Independent Study / Directed Study / Directed Readings:** Registration by contract only. The student and faculty member plan and conduct an intensive program of study not covered in regular course offerings. The Directed Study is under the supervision of a faculty member. There is a work product produced by the student at the end of the course to demonstrate mastery of the material. ***Grading is S/U only.*** ***See Catalog for departmental pre-requisites and restrictions on the course.***

# Course Prerequisites

Please refer to the catalog for any departmental pre-requisites or restrictions on the course. <https://www.usfsp.edu/catalog/files/2019/07/Catalog-2019-2020-FINAL-w.pdf>

# Course Topic:

What is the course about? Why is the course relevant?

# Required Texts and/or Readings and Course Materials

* Full text citations of all required materials (including ISBN)
* List of required readings and the source where they may be found
* If software is required, this to be noted as well
* Required library/library-accessible resources may be described here

# Grading Scale:

All Independent Study type courses are graded on an S/U scale. Completion of all required readings and assignments outlined in this syllabus will result in “satisfactory” completion of the course.

***"I" Grade Policy (USFSP Catalog, p. 45)***

*An Incomplete grade ("I") is exceptional and granted at the instructor’s discretion only when students are unable to complete course requirements due to illness or other circumstances beyond their control. This applies to all gradable courses, as well as pass/fail (S/U).*

*Students may only be eligible for an "I" when:*

1. *A majority of the student’s work for a course is complete before the end of the semester (more than 50%).*
2. *The work that has been completed is qualitatively satisfactory.*
3. *The student requests consideration for an "I" grade as soon as possible but no later than the last day of classes.*

*Even though the student may meet the eligibility requirements for this grade, the course instructor retains the right to make the final decision on granting a student’s request for an Incomplete. The instructor must complete the I grade contract online when posting the semester grade at the end of the term, identifying the remaining coursework to be completed, the student’s last day of attendance, and the percent of work accomplished to this point. This online contract will be automatically sent to the student’s email and the Office of the Registrar. Undergraduate rules apply to non-degree seeking students.*

*Until removed, the “I” is not computed in the GPA. The time limit for removing the “I” is to be set by the instructor of the course; this time limit may not exceed two semesters. “I” grades not removed by the end of the time limit will be changed to “IF” or “IU,” whichever is appropriate. If an instructor is willing, they may accept work from a student after an I grade has changed to an IF or IU grade, and assign the student a final grade in the course, unless the student has graduated. Whether or not the student is in residence, any change to “IF” grades will be calculated in the cumulative GPA and, if applicable, the student will be placed on appropriate probation or academically dismissed. Students should not re-register for courses in which they are only completing previous course requirements to change an “I” grade; if a student wants to audit a course for review in order to complete course requirements, full fees must be paid.*

# Student Responsibilities:

**Regular Meetings:** The student will be required to attend regular meetings with the professor to discuss topics related to the objectives for this course.

**Assigned Readings:** The student will be required to complete readings as assigned. Most of the assigned readings will be articles obtained by the student during literature reviews based on the research topic.

**Work Product:** Clarify the activities or work product required for this course to demonstrate mastery of the course topic.