INDEPENDENT STUDY/RESEARCH APPLICATION

Submit form to Registrar's office after obtaining all signatures.
Please make a copy of this form for yourself and your supervisor.

ST. OLAF COLLEGE
Registrar's Office

Student Information

ID: _____ Name: _____ Email address: _____@stolaf.edu

Graduation year: _____ International student: ◯ Yes ◯ No Advisor: _____

Dept	Course Number	OEP	Term/Year	Credit Amount	Faculty Supervisor
	◯ **Independent Study (298)** ◯ **Independent Research (398)**			◯ 0.25 ◯ 1.00 ◯ 0.50	
BIO	◯ **Independent Research with WIM (BIO 308)**			1.00	

**For OEP credit, please see the bottom of page 2 for instructions/requirements. OEP will not be provided without the separate rationale detailed on page 2.*

Select one: ◯ On-campus ◯ Off-campus ◯ International off-campus

Course title to appear on transcript (32 characters maximum)

Complete all sections below (attach additional pages if needed):

Major goals of the course and why it should be done independently (guidelines on back):

Previous preparation for this course (list specific courses taken):

Core resources/bibliography:

Outline of specific work to be done in IS/IR and how work will be supervised (frequency of meetings, etc.) and evaluated:

IS/IR Supervisor Signature: _____ **Date:** _____

If OEP is checked above, do you agree to conduct IS/IR as an OEP experience? ◯ **Yes** ◯ **No**

Department Chair/Program Director Signature: _____ **Date:** _____

Advisor Signature: _____ **Date:** _____

Smith Center for Global Engagement Signature*: _____ **Date:** _____

*Only required if doing International IS or IR

November 2025

Required information if doing an off-campus or international IS/IR:

Location name: _____ Street address: _____
City, State/Country, Zip: _____ Phone number: _____

Policies & Guidelines

Please note college policy for IS/IR: https://catalog.stolaf.edu/academic-regulations-procedures/registration-course-enrollment/

1. The total work done for a 1.0 independent study or independent research course shall approximate that expected for a regular 1.0 credit course. For 0.5 or 0.25 credit IS or IR, the amount of work should be reduced proportionally

2. You must have prior coursework or other background learning relevant to the proposed independent project. These guidelines are as follows:
   a. To attempt IS (298) at least two prerequisite courses are required.
   b. To attempt IR (398) at least five prerequisite courses are required.
   c. First-year students may not take IS/IR courses.

3. Consult with the department chair or program director for more information on whether the IS/IR will apply towards your major.

4. IS/IR does not fulfill OEP unless specifically approved to do so. IS/IR cannot fulfill any other OLE Core requirements. For instructions on how to apply for OEP please see bottom of page.

5. Submit your completed application to the Registrar's office in Tomson Hall, or email it to registrar@stolaf.edu. Make a copy for your own records.
   - The Registrar's office will add the course only after this form has been submitted and approved. If the completed form is submitted after the last day to add a course, a petition to late add is required in order to add the course.

SIGNATURE REQUIRED BELOW:

I have read the requirements for Independent Study / Independent Research and understand and agree to the conditions and guidelines as outlined on this form, and other conditions pertaining to this application as stated in the Academic Catalog.

Student Signature: _____ **Date:** _____

Grading option*: ◯ **Graded** ◯ **S/U**

*Select grading option after the faculty supervisor has signed off on the form.

Guidelines for Applying OLE Experience in Practice (OEP) to Independent Study/Research

Students: You **must** also include a separate rationale that specifically addresses all of the intended learning outcomes for OEP, taking into account the guidelines: https://wp.stolaf.edu/curriculum-committee/files/2021/03/OEP.pdf.

OEP will not be approved if you do not provide a rationale.

In your rationale, explain how you will meet the following intended learning outcomes through your Independent Study/Research:

The student will:
1. identify emerging vocational and/or academic interests based on the experience.
2. integrate prior and/or concurrent coursework with the experience.
3. evaluate skills and roles, including those that help them contribute to the community.

Faculty: When approving OEP for an independent study/research, check the OEP approval line below the faculty signature line on page 1 of this form.

Guidelines for OLE Experience in Practice courses:
1. The course helps students through active mentorship.
2. The course incorporates reflection as a principal and integral part of learning.
3. The course must provide opportunities for students to engage in guided inquiry.