Department of Family Science
Independent Study in Family Science (FMSC 399) Contract

STUDENT INFORMATION

Semester:_______ Year:_______

Name (Last, First):_________________________________________ UID:____________________

Address:___________________________________________________ Major:____________________

City, State, Zip:____________________________________________ E-mail:____________________

Number of Total Credits Earned to Date:_________ Overall G.P.A.:_________ (2.8 minimum required)
Number of FMSC Credits Earned to Date:_________ FMSC G.P.A.:_________ (3.0 minimum required)

*Note: Students may not accumulate more than a total of nine credits in FMSC 399 and/or 498 without permission of the FMSC Undergraduate Coordinator*

DEADLINE FOR SUBMISSION: 10AM ON THE LAST DAY OF SCHEDULE ADJUSTMENT

COURSE INFORMATION

Total Number of Weeks:_________ X Hours per Week:_________ = Total Hours:_________

Number of Credits to be Awarded¹:_________ Grading Method: Pass/Fail² _______ Letter _______

Faculty Member’s Name & Email Address:

Please include detailed answers (or at least one paragraph) to the following questions on an attached sheet:

1. What is the nature of the independent study? (Please attach a list of reading related to the subject.)
2. What form of final project will be required of the student? When will it be due?
3. What is the timetable for completion of work?
4. What kind of meetings will be scheduled with the instructor and when?

I hereby submit this contract to complete an independent study in Family Science. I understand that FMSC 399 DOES NOT count towards the minimum 45 credits required in Family Science.

_____________________________ Date ______________________________
Student’s Signature Date Faculty Member’s Signature

_____________________________ Section Number
Student ID Number

¹ 45 hours of work per credit
² Students must meet the University Pass/Fail Requirements (30+ college credits required with a minimum 2.0 GPA; 15+ credits at UMD, no more than 12 credits can be taken P/F, only one course can be taken P/F in a semester.) For full details see pg. 38 of the Undergraduate Catalog.
³ Must be a faculty member in the Department of Family Science. If student is supervised by a graduate student or postdoc, please include both names on the form.
Independent Study in Family Science (FMSC 399)

- FMSC 399 is an independent study project involving integrated reading on a specific topic under the direction of a faculty member leading to an adequately documented report on a special topic.

- Credits for FMSC 399: Forty-five hours of work per credit. During the fall and spring semesters, this breaks down to three (3) hours per week per credit.

- Prerequisites: a 3.0 G.P.A. in FMSC and a 2.8 G.P.A. overall, and completion of nine (9) credits in FMSC. *Note: Students may not accumulate more than a total of nine (9) credits in FMSC 399 and/or FMSC 498 without permission of the FMSC Undergraduate Coordinator. A request for permission to take more than nine (9) credits must include a written paper of what you accomplished in your first nine credits. You must also supply a copy of the written reports you submitted for each of your previous FMSC 399 and/or FMSC 498 courses and a study plan for the new course.

- Grading method for course is selected by the student.

- Pass/Fail Option: In order to enroll in pass/fail, you must have:
  - Completed at least 30 college credits with a minimum 2.0 G.P.A.
  - Completed at least 15 credits at UMCP

A student may register for only one pass/fail course per semester. No more than 12 semester hours of credit may be taken under the pass-fail option during a student’s college career.

**Instructions**

- Decide on a topic you would like to know and read more about. Prepare a list of reading assignments and a written outline/proposal for the project.

- Contact a professor familiar with your topic and submit your proposal and list of related readings for review. If the professor approves your project, set up a meeting to prepare a timetable for the completion of your final project.

- Fill out the contract enclosed with the professor. Attached your one-page proposal of your project and a list of related readings. Be sure to obtain the faculty member's signature (NOT from a TA or researcher).

- Fill in the section number on your form.

- Hand in the completed contract to the FMSC Undergraduate Coordinator (1142K Department of Family Science, School of Public Health 301-405-4003). **Be aware that prerequisites will be screened and strictly enforced.**

- Once the block has been removed, you can register for class.

*Note: Students wishing to serve as an undergraduate TA should enroll in EDUC 388. Please see FMSC Undergraduate Coordinator if you have any questions about this.*

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