

**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 Name³ & 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.

Student's Signature

Date

Faculty Member's Signature

Date

Student ID Number

Section 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 FMSC498 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 UMCPA 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 (1204 Marie Mount Hall). **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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