

2MC Independent Reading and Research Registration Form

Updated 23 July 2018

Independent study in an area of special interest to the student(s), with the close guidance of a faculty member, leading to a final project/product.

In consultation with a faculty member, a student or students should craft a proposal outlining the nature of the project and the work s/he intends to finish during the semester. This option is intended for an individual or small group of students – ordinarily 1-2 students are expected to participate per project. Faculty can recommend projects to students, but the proposal as such should come from the students. As its name suggests, the proposal must have at its core the student(s) engaging primarily in *independent* study nature. The deadline to submit the proposal to your Assistant Dean of Students* is **5pm on Friday, 17 August 2018**.

Kindly read the following conditions carefully before submitting your Registration Form. With effect from Semester 2, AY2017/2018:

1. A student is allowed to read up to a maximum of two Independent Study modules [Independent Reading and Research (IRR), Independent Language Study and Research (ILSR) and/or Special Project in Science (SPS)] in a semester.
2. A student may read up to a maximum of 7MC from IRR, ILSR and/or SPS throughout the student's undergraduate career. If you have exceeded this limit, you are required to obtain the support of the Head of Studies of your major/minor and make an appeal to the Committee on Academic Standards (CAS) via your Assistant Dean of Students*.
3. A student may count up to a **maximum of 5MC** from IRR, ILSR and/or SPS towards the **major or independent minor** with prior approval from Head of Studies (Major) or Coordinator (Independent Minor).
4. A student may count up to a **maximum of 2MC** from IRR and/or ILSR towards the requirements for a **minor** with prior approval from the Head of Studies (Minor).
5. In extremely rare circumstances, an exception to the maximum above may be approved by the Chair of the Curriculum Committee following the relevant Divisional Director's endorsement.
6. SPS cannot be counted towards requirements for a minor in Science and may only be read in your sophomore or junior years.
7. By default, IRR, ILSR and/or SPS are graded Completed Satisfactory (CS) or Completed Unsatisfactory (CU). However, if you wish to count an Independent Study module to a Major or Minor, the Independent Study module will be registered as Letter Graded.
8. Requests to retroactively count such modules taken before Semester 2, Academic Year 2017/2018 toward a major will not be approved.

Section A - To be completed by the student(s)			
Are you doing the 2MC Independent Reading and Research module individually or with a partner? <input type="checkbox"/> Individual (1 person only) <input type="checkbox"/> With another student (2 persons only)			
Name of Student #1		Student ID	
Name of Student #2 (if any)		Student ID	
Name of Project			
Description of Project Project can be literature-based or practical (lab, field, or studio work). Briefly outline the aims, methodology and expected outcomes by the end of the semester (where necessary, the supervisor should confirm that IRB approval has been applied for/obtained.) Please attach separate document for elaboration if necessary.			

*formerly known as Vice-Rector (VR)

<p><u>Activities to be undertaken</u> (Student must spend at least 5 hours per week including meeting with the faculty for a full semester.)</p>
<p><u>Proposed Schedule of Meetings</u> (Faculty and student should plan to meet at least once a week)</p>
<p><u>Anticipated Project Outcomes</u></p>
<p><u>Goals and Values to the student(s)</u></p>

<p><u>Registration Details</u></p>
<p>This section is applicable if you wish to count the Independent Reading and Research (IRR) module to a major/minor :</p> <ul style="list-style-type: none"> • Only Letter Graded Independent Study modules (IRR, ILSR and/or SPS) can count towards Major/Minor. Approval from the HOS of the respective major/minor must be obtained if you check the following box/boxes. • By default, IRR modules are graded Completed Satisfactory (CS) or Completed Unsatisfactory (CU). • If you checked this section, you will be registered to read the IRR module as Letter Graded. Once the module is allocated as Letter Graded, the decision is irrevocable. You may however exercise S/U option to convert the Letter Grade to Satisfactory/Unsatisfactory (S/U) grade at the stipulated S/U declaration period at the end of the semester. Once you have exercised the S/U option, the module can no longer count to the Major/Minor although you have obtained prior approval from the HOS/Coordinator during the module registration period. <p><input type="checkbox"/> Student#1 (Name : _____) would like to count this to my *Major/Minor : _____</p> <p><input type="checkbox"/> Student#2 (Name : _____) would like to count this to my *Major/Minor : _____</p>
<p>Student #1</p> <p>Total MC of IRR/ILSR/SPS completed prior to this registration :</p> <p>Total MC of Letter graded IRR/ILSR/SPS prior to this registration :</p> <p>Student #2</p> <p>Total MC of IRR/ILSR/SPS completed prior to this registration :</p> <p>Total MC of Letter graded IRR/ILSR/SPS prior to this registration :</p>

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Please sign and obtain your faculty supervisor's and HOS (If applicable) signature before submission to the Assistant Dean of Students* of your residential college. Your Assistant Dean of Students*(s) will submit the form onwards to the Divisional Director for final approval. The outcome will be informed to you and your supervisor via Registry.

Name of Student #1	Signature	Date
Name of Student #2 (if any)	Signature	Date

Section B - To be completed by the Faculty Supervisor

- I agree to supervise the student(s) on the proposed project as stated out in the above proposal.
- I am supporting the student(s) to count this project to the Major/Minor the student(s) have indicated in Section A (Registration Details) above.

Comments from Faculty Supervisor (if any, and for supporting counting to Major/Minor):

Name of Supervisor	Division	Signature	Date

Section C - To be completed by the Head of Study (applicable if the student is applying to count the module towards major/minor.

Comments for Student #1 (if any): Approved Not Approved

Name of HOS of Student #1	Signature	Date

Comments for Student #2 (if any): Approved Not Approved

Name of HOS of Student #2 (if any)	Signature	Date

Section D - To be completed by the Assistant Dean of Students*(s) -

The AD should collate all the forms received for students after signing and pass to Divisional Managers by end of Instructional Week One for DD approvals. Students should not approach the DD directly for approval.

Comments from AD of Student #1 (if any): Supported Not Supported

Name of AD of Student #1	Signature	Date

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Comments from AD of Student #2 (if any):	<input type="checkbox"/> Supported	<input type="checkbox"/> Not Supported
_____	_____	_____
Name of AD of Student #2 (if any)	Signature	Date

Section E - To be completed by the Divisional Director of the Faculty Supervisor		
Comments from Divisional Director (if any):	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved
_____	_____	_____
Name of Divisional Director	Signature	Date

Section F - To be completed by Yale-NUS Registry
Student #1 Verify total MC of IRR/ILSR/SPS completed prior to this registration : Verify total MC of Letter graded IRR/ILSR/SPS prior to this registration : 2MC Independent Reading and Research Module Code:
Student #2 Verify total MC of IRR/ILSR/SPS completed prior to this registration : Verify total MC of Letter graded IRR/ILSR/SPS prior to this registration : 2MC Independent Reading and Research Module Code:
Date of original approval:
Date of approved revision (if any):
Processed by (Registry Staff Name):
Notes: