Independent Study Honors (ISH) Contract

Submission deadline is end of Add/Drop period; please allow one week for advisor review and registration processing.

STUDENT SECTION

Last Name, First: ___________________________ Grad Year: _______ Spire ID: ___________________________

Phone: ___________________________ Email Address: ___________________________ @umass.edu

Primary Major: ___________________________ Secondary Major: ___________________________

I am a member of Commonwealth Honors College (Yes/No): _______ (If applicable) I am pursuing Departmental Honors in: ___________________________

PROPOSAL: Attach a 1-2 page proposal that includes the four questions on the back of this contract and your responses to each.

I will conduct __________ hours of independent study per week (the expectation is 3 or more hours per week per 1 credit).

I will meet with my sponsor ________ hour(s) per week for progress reports and guidance (the expectation is 1/2 hr per week for a total of 8 hrs over the semester).

If my research involves lab work, animal testing, or human subject testing. I have reviewed the University’s research compliance regulations on the UMass Amherst website and received the appropriate approval/certification for my research.

Student’s signature: ___________________________ Date: ___________

FACULTY SECTION: COURSE REGISTRATION INFORMATION and APPROVAL

Course Registration Info (Complete one of the two columns below as appropriate)

This is a 1 or 2 credit “add-on” ISH to enrich a non-honors 2 or more credit course

Non-honors course this ISH is enriching (e.g., BIOLOGY 100):

Non-honors course semester and year:

Credits requested for this ISH: □ 1 or □ 2

Semester & year of this ISH:

This is a 3 credit (or more) stand-alone ISH

HIS Dept: (e.g. KIN, M&I-ENG)

Semester & year of this HIS:

Credits requested for this ISH: □ 3 □ 4 □ 5 □ 6

CHC Office Use: □ 196ISH □ 296ISH □ 396ISH □ 496ISH

FACULTY SPONSOR Info and Approval

I have reviewed and approved the student’s ISH Proposal (attached) and will take responsibility for guiding lab safety or human subject testing as necessary.

Sponsor Name (please print): ___________________________

Department: ___________________________ Phone: ___________________________

Email Address: ___________________________

Sponsor Signature: ___________________________

For DH students: The attached proposal, committee, and “ISH Dept” noted above are acceptable for DH.

For DH students: The attached proposal, committee, and “ISH Dept” noted above are acceptable for DH.

Approval for DH Requirement

HPD Name (Please print): ___________________________ HPD Signature: ___________________________ Date: ___________

Regarding registration of credits in department noted above

This ISH □ may □ may not be registered in my department.

HPD Name (Please print): ___________________________ HPD Signature: ___________________________ Date: ___________

Rev 07.17.2015
A Commonwealth Honors College “Independent Study Honors” (ISH) differs from a departmental independent study in two primary ways:

1. Emphasis on development of a mentoring relationship between the faculty sponsor and the student through frequent contact (at least one-half hour per week per credit requested or one hour every other week).
2. Integration of a theoretical component beyond applied experience.

Students are encouraged to consider their future goals when designing an Independent Study Honors. It should be challenging as well as rewarding, ideally serving to better prepare you for graduate school or a professional career. If you have questions regarding your I.S.H., please contact an advisor in the Commonwealth Honors College office, Room 201, (413) 545-2483.

PROPOSAL GUIDELINES

This form and proposal will serve as the official UMASS course description of the honors work you completed.

Grad schools, employers, etc., inquiring about your I.S.H. may be sent a copy of your proposal; ensure that it is well written and an accurate reflection of the enriched honors work you will be undertaking.

The information on the contract form (credit request, affiliated course, etc.) is necessary in order to register your Independent Study Honors on SPIRE. Please make certain you have provided all the information requested and allow for one week’s processing time in our office.

NOTE: Commonwealth Honors College students may use a maximum of three ISH’s to satisfy Commonwealth Honors College requirements.

Your proposal should address the following questions:

1. What will you study?
   • Clearly define your topic and the nature of your study, e.g., do you wish to investigate the "big picture" (e.g., The Effects of Excessive TV Viewing on the General Public) or a specific aspect of something (e.g., Violence on TV and the Rising Crime Rate among Teenage Males)?
   • What do you hope to discover/accomplish from your study?

2. How will you conduct your research?
   Surveys, observations, lab experiments, library searches, readings, and consultations are examples of research methods. Please provide details for each method you list, including bibliographies as applicable.

3. What is your timeline and proposed method for benchmark evaluations of your ISH progress/achievements throughout the semester?
   Create a timeline of assignments and a regular meeting schedule to help keep you on track and to provide opportunities for evaluation and feedback from your ISH sponsor.

4. How will you present your I.S.H. for grading?
   • A written document (formal paper with a bibliography, journal, composition) is the standard method for wrapping up an Independent Study Honors. Discuss the proposed length with your sponsor and note that in your proposal.
   • Occasionally an oral presentation of your findings to either a committee or class may be scheduled as well.
   • Other options might include a project with documentation: collection of original poetry, an exhibit of original artwork, a performance or contribution of a product to a community or for a client.

Registration Deadlines

• Preferred: during the registration period for the semester in which the work will be undertaken
• Optional: by the end of the Add/Drop period for the semester in which the work will be undertaken (allow one week for advisor review and registration processing)