

2.5MC Independent Reading and Research Registration Form

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 the student(s) intends to finish during the semester. This option is intended for an individual or a pair of students. Faculty may facilitate by recommending projects to students, but the final proposal should come from the students. As its name suggests, the proposal must have at its core, the student(s) engaging primarily in an *independent* study nature. The deadline to submit the proposal to Yale-NUS Registry is **5pm on Friday, 15 January 2021**. Yale-NUS Registry will update students and faculty on the application status by **Friday, 22 January 2021** as well as to officially enroll approved students into these 2.5MC modules.

Kindly read the following conditions carefully before submitting the Registration Form:

1. A student is allowed to read up to a maximum of 2 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 7.5MC** 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 2.5MC** 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 endorsement of the relevant Divisional Director.
6. SPS cannot be counted towards requirements for a minor in Science.
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 must be registered to be Letter Graded. Request to retroactively change grading scheme will not be approved after Instructional Week 2 (i.e. end of add module period).

Section A - To be completed by the student(s)			
Are you doing the 2.5MC Independent Reading and Research module individually or with another student? <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.			

Activities to be undertaken

(Student must spend at least 5 hours per week including meeting with the faculty for a full semester.)

Proposed Schedule of Meetings

(Faculty and student should plan to meet at least once a week.)

Anticipated Project Outcomes

Goals and Values to the student(s)

Registration Details

This section is applicable if you wish to count the Independent Reading and Research (IRR) module to a major/minor:

- 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.

Student #1 (Name: _____) would like to count this to my *Major/Minor: _____

Student #2 (Name: _____) would like to count this to my *Major/Minor: _____

Student #1

Total MC of IRR/ILSR/SPS completed prior to this registration:

Total MC of Letter graded IRR/ILSR/SPS prior to this registration:

Student #2		
Total MC of IRR/ILSR/SPS completed prior to this registration:		
Total MC of Letter graded IRR/ILSR/SPS prior to this registration:		
Please sign and obtain the signatures/email approvals of your faculty supervisor and HOS (If applicable) before submission to Yale-NUS Registry.		
_____ Name of Student #1	_____ Signature	_____ Date
_____ Name of Student #2 (if any)	_____ Signature	_____ Date

Section B - To be completed by the Faculty Supervisor			
<input type="checkbox"/> I agree to supervise the student(s) on the proposed project as stated out in the above proposal. <input type="checkbox"/> 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)		
<input type="checkbox"/> I allow the student to count this 2.5MC IRR towards the major/minor. <input type="checkbox"/> Please count this 2.5MC IRR towards the _____ category/distribution requirement of the major/minor (Example: count towards Level 2000 requirement of History major).		
_____ Name of HOS of Student #1	_____ Signature	_____ Date
<input type="checkbox"/> I allow the student to count this 2.5MC IRR towards the major/minor. <input type="checkbox"/> Please count this 2.5MC IRR towards the _____ category/distribution requirement of the major/minor (Example: count towards Level 2000 requirement of History major).		
_____ Name of HOS of Student #2 (if any)	_____ Signature	_____ Date

***Note to student:** Email the completed independent study form and attach the email approvals of your faculty supervisor and Head of Studies (applicable only if you wish to count to major/minor) to Yale-NUS Registry at registry@yale-nus.edu.sg **by 5pm, 15 January 2021**. Please do **not** fill in Section D, E and F (page 4) below as these sections will be administered by Yale-NUS Registry.

Section D - To be completed by the Assistant Dean of Students(s)		
Comments from AD of Student #1 (if any):	<input type="checkbox"/> Supported	<input type="checkbox"/> Not Supported
_____	_____	_____
Name of AD of Student #1	Signature	Date
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:
2.5MC 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:
2.5MC Independent Reading and Research Module Code:
Date of original approval:
Date of approved revision (if any):
Processed by (Registry Staff Name):
Notes: