

# UNDERGRADUATE INDEPENDENT STUDY FORM

Fire and Emergency Services Administration

### ATTENTION STUDENTS:

Please complete this form electronically and return to Rebekah Pichotta ([rebekah.pichotta@colostate.edu](mailto:rebekah.pichotta@colostate.edu)) to obtain authorization and registration information.

STUDENT INFORMATION

NAME \_\_\_\_\_

CSU ID \_\_\_\_\_

MAJOR \_\_\_\_\_

GPA \_\_\_\_\_ TOTAL CREDITS COMPLETED \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

List Previous Independent Studies by Course Number and Credit Hours:

1. \_\_\_\_\_

2. \_\_\_\_\_

COURSE INFORMATION

Title of Independent Study project: \_\_\_\_\_

Credit Hours (1-6) \_\_\_\_\_ Estimated Time Involved (Total Hours) \_\_\_\_\_

Semester and Year \_\_\_\_\_

Grading: Pass/Fail

### TERMS OF AGREEMENT:

Complete all three sections pertaining to the requested Independent Study on reverse side of this sheet. If additional space is needed, attach additional sheet(s).

Approved by:

\_\_\_\_\_  
Student (Please sign) Date

\_\_\_\_\_  
Instructor (Please sign) Date

\_\_\_\_\_  
Advisor (Please sign) Date

\_\_\_\_\_  
Department Head (Please sign) Date

### DISTRIBUTION:

Student's File \_\_\_\_\_

Professor \_\_\_\_\_

Independent Study File \_\_\_\_\_

**Describe the proposed project and procedures for this Independent Study.**

**State the significance of this project and identify specific objectives to be accomplished through this project.**

**Identify evaluation method to be used.**

## **FESA 495 INDEPENDENT STUDY**

### **General Philosophy**

Independent Study provides the means for students to plan and carry out a project under a professor's supervision in his or her respective area(s) of special interest. FESA 495 should be used to expand student interest in areas where formalized instruction is not currently available and should not be abused as a means to fulfill graduation requirements.

### **Grading**

Grading will be pass/fail.

### **Consent**

Prior to registration for the Independent Study, written consent of Advisor and Professor **must** be obtained. Use the Independent Study Form currently available through the Fire and Emergency Services Administration program.

### **Credits Permitted**

The maximum number credits earned per independent study course are six (6). Forty-five (45) clock hours per credit hour are required. This is equivalent to 3 clock hours per credit during each week of the 15-week period during fall and spring semesters.

### **GPA/Standing**

Minimum of 2.5 GPA and junior or senior standing.

### **Prerequisite**

FESA 334 and completion of 30 credits of FESA coursework.

### **Examples of Suitable Independent Study Project**

- Survey project (questionnaire or interview) evaluating a current FESA organization issue.
- Development of an education or training program for a new FESA service
- Review of literature leading to practical application to a current FESA organization problem.

### **Requirements for Grade**

An extensive written project report is required. The written report must include a description of the problem to be addressed, its relevancy to current FESA organizations, goals and objectives, needs assessment, operational, budget and human resource plan and implications, detailed implementation plans, and evaluation. The written report must also include a PowerPoint presentation.

### **Communication with Instructor**

During the independent study students are expected to communicate regularly with the instructor to assess progress. The instructor may require periodic updates and evaluation point depending on the project.