

SAINT MARY'S COLLEGE
Office of the Registrar
Learning Contract

Instructions: Complete all information requested on this form, including signatures and return to the Registrar by the end of the add period (the 7th class day of the semester).

Last/First Name _____ SMC ID # _____ Semester: _____

Major(s) _____ Minor (s) _____

1. Enter previous or concurrent credit for non-traditional learning:

	<i>Hours</i>	<i>Department/Course #</i>	<i>Semester</i>
Independent Study (6 hrs max in one department, 9 hrs total)	_____	_____	_____
Internship/Practicum (6 hrs max)	_____	_____	_____
SMC Summer Travel program	_____	_____	_____
TOTAL (may not exceed 18)	_____		

2. Choose One:

- Independent Study: **Title for transcript: IS:** _____ (max length)
- Internship: **Title for transcript: Intern:** _____ (max length)
- Independent Research: **Title for transcript: IR** _____ (max length)

3. Faculty Supervisor: _____ **Department** _____

4. Course Dept/# (e.g., Bio 397) _____ **CRN:** _____ **Credit Hours:** _____
 Already registered Will add__

5. Include a brief justification for amount of credit: for independent study approximately 3 hours per week per credit; for internship 4 hours per week per credit.

6. Nature of the Project: For **internship** include sponsoring organization, supervisor and nature of work. For **independent study** include tentative bibliography, outline of proposed project, etc. Attach a separate page if necessary.

7. Evaluation criteria and procedures:

Approvals:

Student signature _____ **Date:** _____

Faculty supervisor _____ **Date:** _____

Department Chair _____ **Date:** _____

Course approved as: free elective major elective minor elective

Internship Field Supervisor _____ **Date:** _____