

**GRADUATE CONTRACT FOR INDEPENDENT ACADEMIC WORK**

Before completing this Contract be sure to read the section on Independent Project in the Sage Graduate School Catalog. **(ALL ITEMS, 1-9, MUST BE COMPLETED)**

**1. TYPE OF CONTRACT:**

- \_\_\_\_\_ Independent Study (**NOT** part of the regular curriculum)
- \_\_\_\_\_ Regular Course Taken Independently
- \_\_\_\_\_ Internship or Practicum (Contract required **ONLY** when no regular course is available and Internship or Practicum is taken independently.)

**2. STUDENT INFORMATION:**

STUDENT'S NAME \_\_\_\_\_ SOC. SEC. NO \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK PHONE \_\_\_\_\_

PROGRAM: \_\_\_\_\_ CREDITS EARNED TO DATE: \_\_\_\_\_ CUM GPA: \_\_\_\_\_

**3. TERM:** (Fill in year and circle the term in which you will begin this project)

**YOU MUST SUBMIT THIS CONTRACT AND REGISTER FOR THIS COURSE (INCLUDING PAYMENT OF APPROPRIATE TUITION) BEFORE THE LAST DAY OF LATE REGISTRATION IN THE TERM SELECTED**

20 \_\_\_\_\_ Fall      Spring      Summer Session 1      Summer Session 2

**4. COURSE TO BE TAKEN:** (COMPLETE EITHER A OR B)

- A. Independent Study (Not part of the regular curriculum):  
Academic Discipline in which the study will be undertaken: \_\_\_\_\_  
Title of Study \_\_\_\_\_ Credits \_\_\_\_\_
- B. Regular Course Taken Independently, Internship, or Practicum:  
(As listed in The Sage Graduate School Catalog)

DEPT. & CATALOG NO.	TITLE	CREDITS

Answers to questions 5-8 should reflect a carefully thought out learning plan and provide enough detail to allow judgements as to its soundness and viability. Attach an additional page if necessary.

**5. Give reasons for undertaking this independent study or internship:**

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**6. Briefly summarize your learning objectives:**

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**7. If this is a contract for Independent Study, state the methodology:**

**(e.g., Library, Laboratory, Survey, or Museum Research, etc.)**

**If this is a contract for Internship or Practicum, list the courses you have already completed in this discipline and describe the nature and scope of this project:**

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**8. Faculty Supervisor's statement about the method of evaluating the student's work:**

**(e.g., paper(s), exams, performance, exhibit, other formal work, etc.)**

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**9. SIGNATURES TO THE CONTRACT AND APPROVALS:**

STUDENT: \_\_\_\_\_ DATE: \_\_\_\_\_

FACULTY SUPERVISOR: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Printed Name) (Signature)

FIELD SUPERVISOR: (For Internship ONLY)

I have agreed to supervise this internship and evaluate the student's performance:

\_\_\_\_\_  
(Printed Name) (Title) (Place of Employment)

\_\_\_\_\_  
(Signature) DATE: \_\_\_\_\_

GRADUATE PROGRAM DIRECTOR: \_\_\_\_\_ DATE: \_\_\_\_\_

DEAN OF SAGE GRADUATE SCHOOL: \_\_\_\_\_ DATE: \_\_\_\_\_

After completing this contract and obtaining all required signatures, the student should provide one copy for the Faculty Supervisor, retain one copy, and file the original with the Registrar's Office.