



Western New Mexico University - Petition for Independent Study

Independent Study Courses [Graduate and Undergraduate]:

Independent Study Courses (Graduate and Undergraduate)

Independent study courses may be made available in most departments by special arrangement between student and professor.

There are three types of arranged independent study:

1. **Directed Study** is used when the student wishes to study a subject not regularly offered. These courses are numbered 185 or 1992, 285 or 2992, 385, 485, and 585.
2. **Directed Research** is used when the student is performing research under the direction of a faculty member. These courses are numbered 190 or 1991, 290 or 2992, 390, 490 and 590.
3. **Tutorial Reading** is used when a student must take a regularly offered class on an independent basis. These courses are identified with their original course numbers with a TR/____ at the beginning of the course title.

WNMU policy is to prevent the abuse of the Independent Study as it may result in the loss of core-classroom learning; WNMU subscribes to the following general policy statements. Departments within WNMU may impose additional criteria and regulations.

Independent study courses [Directed Study, Directed Research, and Tutorial Reading] shall be used primarily for the purpose of academic enrichment. The assignment and approval of Independent Studies for other reasons shall be strictly limited to emergency situations. A student in a baccalaureate program requesting approval for an Independent Study must have successfully completed 60 hours of college work and must have a G.P.A. of 2.5 or higher. A student in an associate program must have successfully completed 30 credit hours of college work and must have a G.P.A. of 2.5 or higher.

A maximum of twelve credit hours of Independent Study may be applied toward the graduation requirements at the baccalaureate level. A maximum of eight credit hours of Independent Study may be applied toward the graduation requirements at the associate level. Coursework earned by Graduate level students who are requesting "Independent Study" normally will be limited to six semester hours. With documented support from the program of study, a student, may apply to the Graduate Division for permission to exceed this limit.

Students are responsible for understanding how schedule changes may affect tuition, fees, financial aid eligibility, academic progress, athletic eligibility, veteran's benefits, or enrollment status. Students are encouraged to consult with their academic advisor and the appropriate university offices before submitting this form.

Student Information:

Student Name:		WNMU Student ID:	
Degree/Major:		Minor:	
Term this request applies for:			
Number of Credit Hours Currently Registered for:		Requested Number of Overload Credit Hours:	
Student's Cumulative GPA:		Completed WNMU Credit Hours:	

Independent Course Information:

	Subject Ex. MATH:	Course Ex: 111:	Credit Hours Ex: 3	Course Title Ex. Intro to Psychology:	Instructor Name Ex. Dr. Rawhide Mustang	Start Date of Course: Ex. 01/01/26	End Date of Course: Ex. 05/30/26
Enter Course Information:							
	Lab Fee Ex. \$50.00:	Detail Code Ex. XX:		Delivery of Instruction Ex. Face to Face, Online or Hybrid	Instructor of Course Ex: Dr. Rawhide Mustang		
Justification for Independent Study:							

Description of work to be done for the Independent Study:			
Student Signature:		Date:	
Professor Signature:		Date:	
Advisor Signature:		Date:	
Dean/AVPAA Signature:		Date:	

RETURN the COMPLETED and SIGNED form to:

- Email: registrars@wnmu.edu; Phone: 575-538-6118
- Mail: 1000 W. College Ave., PO Box 680, Silver City, NM 88062
- Be sure to complete all REQUIRED sections with SIGNATURE and date.
- Any Petition for Independent Study Form that DOES NOT INCLUDE required signatures or completed required fields will be denied upon submission to registrars@wnmu.edu.