

Foster MBA

INDEPENDENT STUDY REQUEST FORM

Independent Study is the means to pursue and register for a personally-designed study project (in subjects or topics not offered in a regularly scheduled class) or an Entrepreneurship experiential program (listed below).

To be able to enroll in a personally-designed study project, you must:

- Communicate your idea for an Independent Study to the Director of Student Affairs (*Tim Hossain for Evening MBAs; Sigrid Olsen for Full-time MBAs*).
- Work with your faculty advisor on the Independent Study Project Agreement (pages 2-3).
- Complete the student section of the Independent Study Request Form (below).
- Submit the Independent Study Request Form & Project Agreement documents to the MBA Program Office (by email to mbaregis@uw.edu or hard copy in Dempsey 334) for approval and processing. **Please adhere to quarterly registration deadlines; documents may not be submitted after the third week of the quarter.** Registration information/confirmation will be sent to you via email.

To enroll in an experiential program through the Buerk Center for Entrepreneurship, please complete the student section below and submit to the MBA Program Office.

Note: Grades in 600-level classes will appear on your grade sheet and your UW transcript, but are not calculated into your cumulative GPA.

Section to be Completed by the Student

Name: _____ Student ID Number: _____

UW Email: _____ Program: Evening MBA Full-time MBA

Academic Quarter: AUT WIN SPR SUM Year: _____

Project Credits: 4 Credits 2 Credits Faculty Advisor Name: _____

If this form is being used to enroll in a program through the Buerk Center, please check the appropriate box:

Entrepreneurial Law Clinic New Ventures Practicum

MBA Program Office Use Only

Director of Student Affairs Approval Signature: _____

Registration Processing

Date Received: _____ Staff Initials: _____

Faculty Dept Prefix: _____ SLN: _____ Faculty Code: _____

Date Registration Information/Confirmation Sent to Student: _____

Foster MBA

INDEPENDENT STUDY PROJECT AGREEMENT

This agreement is used to outline a proposed study plan for a Foster MBA student pursuing Independent Study for credit under faculty sponsorship. Please provide information to reflect the mutually-agreed upon understanding of the project between you and your faculty advisor, as guided below. You are welcome to include additional information if doing so will help communicate your plan of study in a concise fashion. Both you and your faculty advisor must sign and date to indicate agreement.

Independent Study Type:

- Academic-Based Independent Study + Relevance Paper
- Application-Based Independent Study + Recommendation Paper
- Research-Based Independent Study + Teaching Case

Independent Study Credits:

- 4 Credits (approximately 120-160 hours during quarter)
- 2 Credits (approximately 60-80 hours during quarter)

Project Overview: Provide a concise (1-2 paragraph) overview of the proposed Independent Study project.

Required Meetings: Identify date, time, and meeting location.

1. Week 3: _____
2. Week 6: _____
3. Week 9: _____

Milestones/Work Plan: Outline anticipated tasks and activities as well as the timeline for each.

Deliverables: List significant intermediate and final deliverables as well as deadlines for each.

Colloquium Presentation: In order to earn credit for Independent Study, students are required to provide a concise (approx. 10-15 minute) presentation to MBA Program Office staff, your faculty advisor, and student peers at the end of the academic quarter. After the registration period, you will be contacted by the MBA Program Office to schedule your presentation.

Agreement

Student Signature:

Faculty Signature:

Date: _____

Date: _____