

Independent Study Proposal Checklist

Independent Study is an opportunity for students to explore and learn deeply about a topic that interests him or her. This self-guided study will be supported by a mentor who is an expert in your area of interest and overseen by faculty member, Nancy Linscott.

The list below includes the minimum details necessary to begin your Independent Study. **The following documents are due on the first Wednesday of the trimester.** All Independent Study students will meet between 1:00 - 3:00 pm on first Friday of the trimester, and check-in with Nancy at 1:00pm on each following Friday before leaving campus. All students who leave must also sign out at the front office.

It is the student's responsibility to complete all tasks in a timely fashion. Failure to do so means the Independent Study is terminated and the student will move into an existing Creativity Workshop. At any point during the project, failure to perform, as determined by The School or the Mentor will also terminate the project.

Checklist:

- Identify the topic you would like to explore independently.
- Identify and make contact with a Mentor.
- Give the "Role of the Mentor" and "Mentor Evaluation" forms to your Mentor.
- Get the "Independent Study Contract" signed by all parties, including your mentor.
- Write an Independent Study proposal. This **must** include:
 - Your name, your email, and the title of your study
 - The name and contact info for your mentor
 - The goals and purpose of your project
 - A schedule of how you will spend the appropriate number of Friday afternoons (12 - 42 hours) of the project (refer to The Sage School calendar)
 - A tentative plan for the exhibition of your project at the Presentation Expo. Gallery or presentation style? What equipment will you need?
 - A plan for how you will evaluate the project (i.e. how will you know if your project is successful or not?)
- All of the above should be done with proper grammar and should reflect your years of writing experience. *Please review your work for spelling and grammar.*
- If you will be working off campus, a Transportation Permission Form