Department of Psychology
INDEPENDENT COURSE APPROVAL FORM

The information on the Independent Course Approval Form is reviewed by the Department of Psychology Undergraduate Committee or by a Department of Psychology faculty member to define the amount of Utah State University credit that may be earned by the student on that project. The amount of time required to earn one semester credit in an Independent Course is determined by nature of the project and the student′s duties within the project as well as if the time spent is unpaid or paid.

> National guidelines dictate that students complete 75 hours of psychology-related paid employment to earn one University semester credit.

> Sixty (60) unpaid hours per semester credit is required when the activity is mostly, but not entirely, psychology-related and the role of the student is to observe, assist, and implement a predetermined exercise. The supervisor usually is not a USU faculty member.

> Forty-five (45) unpaid hours per semester credit is required when the activity is entirely psychology-related and when, in addition to assisting, the student is given some responsibilities within the project and is included in planning and evaluation discussions. The supervisor may or may not be a USU faculty member.

> Thirty (30) unpaid hours per semester credit is required when the student is creatively involved in any part of the project proposal, design, implementation, or evaluation and/or routinely participates in decision making and is significantly responsible for the project. The supervisor is usually a USU faculty member.

Grades for credit in Independent courses are on a P-F basis.

INSTRUCTIONS: This form must be used to obtain approval to register for the following psychology courses. Use one form for each project. Approved forms may be received and filed until the last day to register or add classes for the current semester. **Choose the course number and description that best matches the activities/project as determined by you and your supervisor.**

PSY 2250   **Introductory Cooperative Work Experience** - Educators and employers cooperate to provide opportunities for students to apply classroom theory and principles in job environments, thereby gaining practical experience in their field. (Paid or Volunteer.) *Text required. Graded P-F.

PSY 4250   **Advanced Cooperative Work Experience** - Cooperative education work experience position; increased level of complexity and a more professional level of experience as student advances toward completion of the program. (Paid or Volunteer.) *Text required. Graded P-F.

PSY 4910   **Undergraduate Research Creative Opportunity (URCO)** - Opportunities for students to suggest and carry out a creative project related to psychology. Graded P-F.

PSY 4920   **Practicum** - Field experience in psychological settings at the bachelor level. (Unpaid.) *Text required. Graded P-F.

> *Required Text for Psy 2250, 4250, 4920: *Student Manual Cooperation Education*.
> Download from http://www.usu.edu/career/htm/students/obtain-an-internship/coopmanual

PSY 5900   **Independent Study** - Opportunities for a student to study in-depth a topic of interest in psychology. Graded P-F.

PSY 5910   **Independent Research** - Opportunities for a student to conduct or aid in a research project dealing with psychology. Graded P-F.

PSY 5930   **Instructional Apprenticeship** - Allows a student to serve as an aid in a psychology class. Graded P-F.

When the student has obtained supervisory and faculty approval and signatures, this form completed on the reverse side and a detailed description of the proposed project should be returned to: **Psychology Undergraduate Advising Office, ED 475**

UPON RETURN OF COMPLETED FORM, AUTHORIZATION WILL BE GIVEN ALLOWING COURSE REGISTRATION.

INDEPENDENT COURSE APPROVAL FORM
Please read instructions/information on reverse side before completing this form.

Upon completion, return to ED 475; you will receive authorization to register for the course listed below.

Name: _____ A#:_____

Address: _____ City: _____ I am registering for Psy Course #: _____

State: _____ Zip: _____ Phone: _____ Semester: _____ Year: _____ Credits:___

Major: _____ Ethnicity: _____ Unpaid Position _____ Paid Position ___

E-mail:
Pass/Fail grade must be arranged with Faculty supervisor and grading criteria attached where available

Are your classes on campus: Yes _____ No _____
If no, at which extension center are your currently taking classes?

_____

My Direct Supervisor will be :   Date submitted:

  Name: _____ Title: _____ Organization: _____

  Email:_____ Phone:_____

My Faculty Supervisor will be:

  Name: _____ Phone: _____ UMC: _____

  Faculty Supervisor Email:_____

  Supervisor Signature:_____

I understand it is my responsibility to maintain communication between the project and the Department of Psychology in order to receive a grade and credit in this USU independent course.

Student Signature:_____ Date:_____

_____

A brief description of my project: