COLLEGE OF SCIENCE, TECHNOLOGY, ENGINEERING, AND MATHEMATICS (CSTEM)
INDEPENDENT STUDY/RESEARCH/INTERNSHIP CONTRACT
(REV. 01/2022)

A GENERAL INFORMATION

1. STUDENT NAME	2. STUDENT ID	3. DAYTIME TELEPHONE	4. CSUSM EMAIL

5. STUDENT STATUS (Check one):	5a. MAJOR	7. SEMESTER (Check one):
☐ UNDERGRADUATE (Complete box 5a) ☐ GRADUATE (Complete box 5b)	5b. GRADUATE PROGRAM	☐ FALL 20__ ☐ SPRING 20__ ☐ SUMMER 20__

B COURSE INFORMATION

8. COURSE ABBREVIATION AND NUMBER	9. Class #	10. # OF UNITS	11. SUPERVISING TT FACULTY

C CONTRACT INFORMATION (Additional documentation may be attached)

12. TOPIC OF STUDY

13. TENTATIVE OUTLINE OF WORK

14. WORK TO COMPLETE FOR A FINAL GRADE

15. IS THIS COURSE APPROVED TO SUBSTITUTE FOR A MAJOR/MINOR REQUIREMENT? ☐ NO ☐ YES (Complete box 15a)	15a. MAJOR/MINOR REQUIREMENT

16. COURSE ATTRIBUTE: ☐ INTERNSHIP ☐ SERVICE LEARNING ☐ RESEARCH ☐ INDEPENDENT STUDY

NOTE: Registration of this contract may result in a change of enrollment status and require additional fees. Please check your Student Center (MyCSUSM) daily to learn the status of enrollment in this course.

D AUTHORITY SIGNATURES (This certifies that the student has met any prerequisites for this course)

SUPERVISING TENURED/TENURE-TRACK FACULTY SIGNATURE ►	DATE
DEPARTMENT CHAIR/PROGRAM DIRECTOR ►	DATE
DEAN/DEAN'S DESIGNEE (required beginning the 4th week of the semester) ►	DATE

INSTRUCTIONS

1. Enter student name as it appears in university records.
2. Enter 9 digit student ID number assigned by university.
3. Enter telephone number where student can be reached during university business hours.
4. Enter university assigned e-mail address.
5. Check the status of the student; undergraduate or graduate.
7. Check the semester and enter the year of this course.
8. Enter the course abbreviation and number (i.e. COMM 310). Refer to university catalog and faculty member for course number and suffix.
9. Enter the 5-digit class number. In many cases this can be left blank.

10. Enter the number of units for the course (most course number suffix's follow this rule: A=1 unit, B= 2 units, or C=3 units.
11. Enter the name of the TT faculty supervising the course. Only tenured/tenure-track faculty can supervise independent studies.
12-16. Work with the supervising tenured/tenure-track faculty member to complete section **C & D**.
SUBMIT COMPLETED FORM TO COUGAR CENTRAL (CRA 3900). RETAIN COPY OF COMPLETED FORM FOR YOUR RECORDS.