

Independent studies & tutorials should only be offered to students nearing their graduation date who require the course to obtain their degree.

Student Information			
Student ID #:	Last Name:	First Name:	Middle Initial:
Major:			Classification/Credits Earned:

Independent Study Information <small>(Use when a student is pursuing a specialized topic independently and the course content doesn't match a course listed in the current catalog. The course number is the Independent Study course number under the appropriate subject code.)</small>		
Course #:	Course Title:	Credits (required):
Semester/Year Offered:		Faculty Sponsor/Instructor Name:
Reason for this Offering:		
Brief Description:		

Tutorial Information <small>(Use when offering a section of a course for only 1 or 2 students, but the course content matches a course listed in the current catalog. The course number is the usual number for that particular course.)</small>		
Course #:	Course Title:	Credits (required):
Semester/Year Offered:		Faculty Sponsor/Instructor Name:
Modality (F2F/HA/HS/OA/OS/OM): _____ <small>(Please note that HS, OS, and OM should be restricted to GR courses only, unless specially approved for UG.)</small>		Meeting Times (required unless OA):
<ul style="list-style-type: none"> • Face-to-Face and Hybrid tutorials must have meeting times and may meet in instructor's office or other departmental space. • If a classroom is needed, please indicate here: Y/N _____ 		
Reason for this Offering:		
Additional Notes:		

Required Approval Signatures:

Student: _____ Date: _____

Advisor: _____ Date: _____

Faculty Sponsor/Instructor: _____ Date: _____

Chair/Program Director/Associate Dean: _____ Date: _____

Dean: _____ Date: _____

NOTE: Once application is approved by the Dean's Office, please email form to courseschedulechange@molloy.edu and facultyworkload@molloy.edu.

***Please cc all signatories above when submitting application.**