



ELECTRICAL AND
COMPUTER ENGINEERING
COLORADO STATE UNIVERSITY

Graduate Student Procedures for Establishing Independent Study – Project: ECE695

1. Student prepares and submits a written proposal along with the required application form for one of the following:

ECE 695- Independent Study:

- With assistance from the project advisor, the student is required to prepare a proposal explaining the scope of the Independent Study and the tasks that will be performed.
- ECE 695 is required for MS Plan B (with project) students.
- Students completing a project for their MS Plan B degree program are required to identify a graduate committee. Upon completion of a graduate project, it is the responsibility of the student to collect original signatures on the Final Examination Form (GS24) and submit to the CSU Graduate School. Details and deadlines can be found at <http://www.graduateschool.colostate.edu>.
- If the student is requesting to participate in Curricular Practical Training (CPT), all related CPT approval forms from the Office of International Programs must accompany the application for ECE695 – Independent Study.
- <https://international.colostate.edu/iss/resources/forms-directory/curricular-practical-training/>
 - Attach a copy of the offer letter from your prospective internship employer, including job duties of the internship.
 - The student, along with the faculty advisor, must outline the learning outcomes of the internship and its applicability to the project.

2. The Graduate Committee Chair and Department Head may request that additional information be provided. Requests that have incomplete paperwork or paperwork that does not meet University or Curriculum requirements will be denied. Applicants will be informed of the approval/denial decision via email. Students with approved applications will be permitted to register for the course.

3. Please visit, <http://www.registrar.colostate.edu>, for CSU Registration Deadlines. Application for Independent Study or CPT must be submitted prior to the Registration Deadline for the term. **To ensure timely registration, it is important to address the procedures outlined above well in advance of the registration deadline.** CSU charges a Late Registration fee. It is the student's responsibility to have all paperwork approved prior to the start of the term to prevent a late fee.

Graduate Student Independent Study Request Form

Department of Electrical & Computer Engineering, Colorado State University

ECE695 – Independent Study Graduate Project Graduate Project w/ CPT

Requested Registration Semester: _____ Total Credits Requested: _____

Applicant Name: _____ CSU ID: _____

Applicant Email Address: _____

Independent Study Advisor(s): _____

Title of Independent Study Project: _____

Expected hours of work per week: _____ Total estimated hours for project: _____

Expected project completion date: _____ Expected graduation date: _____

***Attach proposal on a separate sheet. Refer to the "Graduate Student Procedures for Establishing Independent Study or Internship-CPT" for detailed instructions and requirements.**

Student Signature Date

Approved:

Faculty Advisor/Independent Study/Internship Supervisor Signature Date

ECE Graduate Committee Chair Signature Date

ECE Department Head Signature Date

Registration Override Date: _____