Occasionally, MBA students choose to engage in independent study through registering for a course numbered 596 (e.g., BA 596, MKTG 596, and so on). The Independent Studies are available for students academically prepared to engage in graduate work of depth and specialization beyond regularly scheduled elective. A maximum of 4 credits can be earned in independent study and count toward the 48-credit degree requirements. To exercise this option, the student must:

1. identify a member of the graduate faculty who will agree to supervise the student and:

2. the student and the supervising faculty member must agree upon a program of study. This program of study may include any or all of the following activities: readings, research, attending all lectures of a specific course or selected lectures of several courses, taking examinations, a project, and writing a paper or set of papers.

In order for Independent study credits to satisfy MBA graduation requirements, approval of the “study plan” must be received. To gain approval, a student must obtain an approval form from the MBA Program Office (forms are available in 220 Business and on the MBA Community Page), complete it in consultation with his/her faculty supervisor, obtain the approval/signature of the appropriate Department Chair, and return the form to the MBA Program Office, 220 Business, for final approval.

To qualify for the privilege of registering for Independent Study courses, the student must have no less than a 3.00 cumulative GPA for all graduate courses taken in the MBA Program, including those courses for which the student is enrolled during the semester or session immediately prior to enrollment in the Independent Study course. Grades for these courses will not be known until after the normal registration period, therefore at the beginning of each semester/session, the MBA Program Office (220 Business) will audit the preceding semester/session grades for all MBAs attempting enrollment in Independent Study courses. Final determination of eligibility to register for Independent Study courses will be made by the MBA Program Office after reviewing the individual’s academic record.

**DO NOT REGISTER UNTIL MBA PROGRAM DIRECTOR’S SIGNATURE IS OBTAINED THEN PLEASE REGISTER THROUGH THE APPROPRIATE ACADEMIC DEPARTMENT.**

1a. Course number (MKTG 596, BA 596, etc.) _________________________________

1b. Number of credits registered for _________________________________

   Note: Maximum of 4 credits can be earned in independent study toward 48-credit degree requirements

2. Semester registered for course __________________________________________

3. Supervising Faculty Member __________________________________________

   (must be a graduate faculty member)
4. Summarize the work to be done. (attach sheet if necessary)

a. Problems to be solved.

b. Proposed methodology

c. Expected outcome

DO NOT REGISTER UNTIL MBA PROGRAM APPROVAL GRANTED.

Student’s Name (Please Print) ____________________  PSU ID ____________

Student’s Signature ______________________________ Date _______________

Supervisor’s Signature ____________________________ Date _______________

Dept. Head
Signature __________________________________________ Date _______________

______________________________ __________________________

Return form to MBA Program Office for Final Approval

MBA Program Use Only

Approved: _______________________________________

MBA Program Dean

Date: ____________________________