



Petition for Course by Individual/Independent Study

Student Name: _____ **CSUB ID:** _____

Degree or Credential Objective: _____ **Class Level:** _____

Major: _____ **Minor:** _____ **CSUB GPA:** _____

In accordance with University regulation, as stated in the University Catalog, I hereby petition for the following course by individual study. Based on the number of units I am petitioning below; I also understand that three (3) hours of study per week are required for each unit of credit (**Example: a 3 unit class requires 9 hours of study each week**).

Important: The completion of this form does not automatically enroll you in the course. Proper registration including fee payment (if applicable) is required. If this course brings the unit load above the overload threshold, please attach an overload petition form.

Student Signature: _____ **Date:** _____

Course Ref #	Subject	Course Number	Section	Units	Term & Year
EX: 31783	ECON	2010	40	3	Spring 2019

Description of Course and Evaluation Plan (Attach copy of course syllabus if available)

Justification of Petition

Faculty/Instructor. (Please check one of the options below):

- I acknowledge that I am overseeing this individual/independent study course as part of my service with no additional pay and it is not a part of the annual workload assigned by the chair.
- I acknowledge that I have conferred with my chair and it is agreed that this individual/independent study course will count toward my workload assignment.

(Print Name) _____ *(Signature)Required* _____ *(Date)* _____

By signing below, the chair and dean indicate that the agreement identified above has been approved and does not impede the department's ability to offer required coursework.

Department Chair:

(Print Name) _____ *(Signature)Required* _____ *(Date)* _____

School Dean:

(Print Name) _____ *(Signature)Required* _____ *(Date)* _____

Student Financial Services Stamp *(required after Census Day):* _____ *(Date)* _____

Office of the Registrar Use Only

Processed By: _____ **Date:** _____

This is the official Office of the Registrar Individual/Independent Study Form and supersedes all previous forms from any CSUB department. (04.06.2020)