

**SCHOOL OF BUSINESS
OFFICE OF GRADUATE ACADEMIC SERVICES**

**APPLICATION FOR INDEPENDENT STUDY: 3 CREDITS FOR
MBA GRADUATE BUSINESS STUDENTS ONLY**

NAME: _____ I.D. # _____

CONCENTRATION: _____ or ELECTIVE TRACK _____

LOCAL ADDRESS: _____

HOME PHONE: _____ WORK PHONE: _____

REQUESTING PERMISSION TO TAKE (circle one):

FIN 695

MGT 695

MKT 695

ITM 695

CALL NUMBER: _____ SEMESTER COURSE WILL BE TAKEN: _____ 20 _____

- - - 695
(FIN/MSI/MGT/MKT)

Independent Study

When the Independent Study course at the University at Albany is taken as a 3-credit class and replaces an elective in the MBA program, the following information must be submitted and approved by the Assistant Dean for MBA Programs. Please be as detailed as possible in your proposal. The proposal will demonstrate to us that your research is thorough and thought provoking and that it will assist you in gaining knowledge in your area of interest.

I. Objectives: What is the topic of your research? What are the key points that your research will focus on? What is the primary purpose for this specific research?

II. Learning Outcomes: What do you anticipate learning upon the completion of this study? List the specific learning outcomes for this Independent Study. What opportunities will the study provide you? What new knowledge or skill will you attain? What do you, as a student, hope to gain from this Independent Study?

III. Reading/Resources: What specific resources will you use in your research? Please include any books, articles, or resources such as journals, interviews, or websites. The literature should be appropriate for a 3-credit graduate course at the University at Albany.

IV. Deliverables: What is the end product of your Independent Study and how will it be presented? Will you have any milestones along the way that you are anticipating?

You are required to submit a copy of the deliverables to the Assistant Dean for MBA Programs at the completion of the semester. Academic credit for the Independent Study will not be given until the deliverables are received by the Assistant Dean for MBA Programs

Please submit this form as a cover page and attach no more than two typewritten pages completing the four sections above.

This form is due to the Vice Dean for Administration no later than ***one week prior*** to the beginning of the semester in which you will be doing your Independent Study. Late submissions will not be considered.

Student Signature _____

Date _____

Faculty Sponsor Signature _____

Date _____

Approved by _____

Date _____