



**Eligibility:**

1. Independent studies are open to Rotman Commerce students with a CGPA of at least 2.70.
2. 300-level courses are open to students who have completed 9.0+ credits; 400-level courses are open to students who have completed 14.0+ credits.
3. You must have completed introductory courses in the area in which you wish to conduct your research.
4. None of the current Rotman Commerce course offerings should cover the material you wish to study.
5. A Rotman School of Management faculty member who has expertise in the area of your research is required to supervise your course.

**Procedures:**

1. Complete Part I.
2. Have your supervising Rotman faculty member complete Part II.
3. Return the completed form to Rotman Commerce Academic Services for approval. Forms need to be submitted at least one week before the final date to add courses in a given term.
4. The Director or an authorized designate of Rotman Commerce must approve all independent study courses.
5. Rotman Commerce will assign a course number, enrol you in the course, and send email confirmation.
6. The final piece of work is due no later than the *last day of classes* of the term in which you complete the course.

**Part I (to be completed by student)**

Surname

Given name

Student #

UTOR email address

CGPA

Credits completed

Date

Name of course / project:

Detailed description of project:

**Part II (to be completed by supervisor)**

Half-year course

Full-year course

Estimated number of contact hours:

Proposed marking scheme:

*The student must receive a mark worth at least 10% of the total course mark for H courses and 20% for Y courses before the official last date for withdrawal.*

Course work before drop date	%	Description
Paper	%	
Presentation	%	
Other	%	Description

*The final grade for the course must be submitted no later than seven business days after the last day of classes of the term in which the course is completed.*

Supervisor's name

Signature

Date

**Part III (to be completed by the Director or an authorized designate of Rotman Commerce)**

Signature

Date