

Sample criteria for CIS 4930 Special Topics (Independent Study) (1-3 credits)

The student must enroll in a specific section of CIS 4930 during the first week of the term and fulfill the following mandatory requirements for a letter grade (not P/F):

- Must discuss with the mentor for this course and submit a (1-2 page) course plan with mentor's approval by the second week of the term:
 - * Title for the special topics study
 - * List of objectives with specific deliverables and due dates
 - * Method of student performance evaluation with rubrics
 - * Planned meeting schedule with the mentor

- Must submit a final report during the last week of the term with
 - * A log of all meetings that took place
 - * List of contributions and a soft copy of all deliverables
 - * Final grade earned
 - * Experiences acquired in this course
 - * Optional suggestions for improving the effectiveness of this course

The above documents will be reviewed by the Associate Director or Undergraduate Program Director to determine the acceptance of the credits of this course towards the student's degree requirements. Also, these documents will ensure the academic quality of the student's performance on special topics study for accreditation agencies.