

Contract
Psychology 396A: Independent Study - Reading in Psychology (Letter Graded)

Submit to a Faculty/Staff Advisor, Tobin 501, no later than the Monday of the second week of the add/drop period.
 Please allow adequate time for the contract to be reviewed before the end of add/drop.
LATE CONTRACTS WILL NOT BE ACCEPTED.

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|-----------------------------|--------------------------------------|
| Student Name | Spire ID number: |
| Email address | Research Semester: |
| # Credits contracting for*: | Spire Registration Appointment date: |
| Independent Readings Title: | |
| Faculty Sponsor: | Overall GPA: |

The following procedures must be completed to apply for 396A credit. Please check when completed:

1. _____ Secure a Psychology Faculty Sponsor (this person will be responsible for assigning your grade at the end of the semester. NOTE: It is important to start this process early to make the deadline of the first week of classes.
2. _____ Student and sponsor should together prepare a detailed and specific **Plan of Study** including the following (please attach to this form):
 - a. _____ A list of proposed readings that are planned for the project
 - b. _____ The expected responsibilities of the student (e.g. attending meetings with sponsor, summarizing individual readings; attending lab meetings if applicable)
 - c. _____ The expected criteria used in the evaluation of the written paper (including length and format). It is expected that an extensive paper will serve, at least in part, as the basis of the letter grade assigned. Any additional work that will contribute to the letter grade assigned should also be included.
3. Submit this form and attached plan of study **NO LATER than the Monday of the second week of the add/drop period.** This will allow the advising office to review the contract and provide feedback for revisions before the end of the add/drop period.

Student and faculty sponsor should agree upon the responsibilities and expectations for this position. Both student and faculty sponsor should also keep a copy of the agreed plan of study.

I have discussed agreed upon a plan of study with my sponsor. I intend to fulfill these expectations.

Student signature: _____ Date: _____

The above named student and I have discussed and agreed upon expectations for both the student and the supervisor.

Faculty sponsor: _____ Date: _____

Undergraduate Advisor: _____ Date: _____

*Note that credit overloads (to register for more than the maximum # of credits in a semester) must be approved by the CNS Dean. Form available online at: <http://www.cns.umass.edu/students/academic-advising/forms>