

Student Name: _____ Student ID#: _____

**EPH 682 - Advanced Individual Study
STUDENT/FACULTY CONTRACT**
Teaching Programs in Epidemiology and Public Health

This contract is to be completed and submitted to the office **prior** to registering for EPH 682.

Credit Allocation: Credit hours for completing an Advanced Individual Study are earned at the rate of 1 credit for every 15 hours of directed academic study. Master's students are permitted to register for EPH 682-Advanced Individual Study for 1-3 credits, PhD students are not subject to this limit. Student and Faculty Supervisor's signatures on this form constitutes attestation that the appropriate number of academic hours were completed by the student.

Course Description: The Advanced Individual Study is intended for instruction in areas for which there is no course available. Coursework must be conducted under the supervision of a faculty member and may constitute directed reading, participation in an academic program, a review of a specific public health topic, or other similar endeavors.

Prerequisite: Admission to candidacy and permission of the academic advisor and appropriate Program Director (MPH/MSPH or PhD).

Credits Allocated: _____

Term Beginning: _____ Intended Date of Completion: _____

Student Signature: _____ Date: _____

On a separate sheet, state the objectives, goals, and a description of the work to be done.

Approved by:

Faculty Supervisor's signature	Date
Academic Advisor's signature	Date
Director's signature	Date

Completion certified by:

Faculty Supervisor's signature	Date
Academic Advisor's signature	Date
Director's signature	Date

FINAL GRADE: _____

Student Responsibilities

- meet with advisor to discuss coursework and credit allocation
- develop goals and objectives
- discuss the goals and objectives with the Faculty Supervisor
- complete the Student/Faculty Contract and get appropriate signatures on the left side
- register for EPH 682 and submit contract to the TEPH office
- complete activities and objectives of the contract
- write a final report or other defined work product and submit it to the Faculty Supervisor and Academic Advisor
- submit the Student/Faculty Contract to the TEPH office with the final grade and appropriate signatures on the right side

Faculty Supervisor Responsibilities

- review student's objectives
- sign the contract
- provide guidance and supervision
- monitor progress of student's activities
- provide ongoing feedback to student
- contact academic advisor regarding assignment of student's final grade

Academic Advisor Responsibilities

- meet with student to discuss coursework or research activities, goals and objectives
- determine the number of credits allocated; use the information on the contract as a guide
- review and approve the contract
- review student's final report
- report student's final grade to the TEPH office

A final report or other previously defined work product is required as part of the Advanced Individual Study. Its purpose is to document the student's coursework. It also provides a summary of the student's activities. The report should include a title page, Student/Faculty Contract, introduction and a summary of the coursework or research conducted.