



**THE SALVATION ARMY**  
**College for Officer Training at Crestmont**

**INDEPENDENT/DIRECTED STUDY CONTRACT**

This contract must be completed and submitted to the Director of Curriculum no later than two weeks prior to the beginning of the quarter for which the Independent/Directed Study is requested.

**PLEASE READ THE INSTRUCTIONS ON THE BACK OF THIS FORM TO HELP YOU COMPLETE IT PROPERLY.**

**Section I**

\_\_\_\_\_  
Last Name First Name Session  
Scheduled Course Title \_\_\_\_\_ Instructor \_\_\_\_\_  
Quarter and Year Independent/Directed course will be taken \_\_\_\_\_ Units: 1 2 3 4  
Why are you requesting this study program in lieu of scheduled course offerings?

**Section II**

**On one or more separate piece(s) of paper, stapled to the back of this form, submit your typed Independent Study Proposal and include a copy of the course description for your previous class taken. Terms of contract to be agreed upon by the student and the instructor.**

- A. Title. List the title of your Independent/Directed Study Proposal and give a brief description of the project.
- B. Objectives. What are your objectives for this proposal? At least half of these must be measurable.
- C. Work Statement. List each task which you are going to do as part of your Independent Study Project.
- D. Schedule. Develop a schedule for when each task will be completed, and for meetings with the instructor.
- E. Evaluation. Describe how you and your instructor will evaluate the success of your Independent Study and how you will be graded – pass/fail or letter grade.
- F. List any specific material, reading list, or other learning tools not already included in your work statement.

**Section III**

\_\_\_\_\_  
Student Signature Date \_\_\_\_\_  
\_\_\_\_\_  
Instructor Signature Date \_\_\_\_\_  
\_\_\_\_\_  
Director of Curriculum Signature Date \_\_\_\_\_  
\_\_\_\_\_  
Principal's Signature Date \_\_\_\_\_  
Executive Council Decision: \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved

**Performance Evaluation**

Evaluation by Instructor (required) \_\_\_\_\_

FINAL GRADE \_\_\_\_\_ Instructor's Signature \_\_\_\_\_

## Instructions for Completing the Independent /Directed Study Contract

1. Complete **Section I** by printing all of the information requested.
2. Complete **Section II** by answering all of the questions on one or more separate sheet(s) of paper. This should be done in consultation with the instructor.
3. Complete **Section III** by signing and dating the top line and obtaining the signature of your instructor. The student is responsible for obtaining this signature.
4. When all sections of the form are complete, the student is responsible for bringing the form and attachments to the Director of Curriculum.