

UNC INDEPENDENT STUDY APPLICATION/LEARNING CONTRACT

Course #: EXSS 395/EXSS 396

Pre-requisites: 2 Relevant Courses

DATE OF APPLICATION: _____

STUDENT APPLICANT'S NAME: _____

PID: _____

UNC EMAIL: _____

EXSS FACULTY MENTOR: _____

FACULTY EMAIL: _____

CREDIT HOURS SOUGHT: (Work equivalent: 1 credits= 48 hours, 2 credits= 96 hours, 3 credits= 144 hours)

1 2 3

YEAR IN SCHOOL:

Senior Junior Sophomore First year

TERM REQUESTED:

Fall Spring Summer I Summer II

YEAR: _____

CURRENT CUMULATIVE GPA: _____

EXSS GPA: _____

PREREQUISITE(S) FULFILLED:

(as determined by your advisor)

COURSE # _____ GRADE: _____

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BRIEF DESCRIPTION OF STUDENT'S RESEARCH PROJECT:

COURSE REQUIREMENTS

This is considered a contract between the direct faculty mentor and the student. Students are expected to devote a minimum number of hours of research per week.

- 1 credit = ~3-4 hours per week (48 hours total)
- 2 credits = ~6-8 hours per week (96 hours total)
- 3 credits = ~9-12 hours per week (144 hours total)

Please complete all sections below using bold font:

1. Meeting and time requirements (e.g., times you will be working in the lab/center, individual meetings, lab meetings, etc.). This section must demonstrate how the credit hour requirements above will be met. Denote how many hours a week will be worked and when they will occur (see example below – the last two sentences are highly recommended for inclusion but may vary based upon the number of credits taken).

The student will work in the lab on Mondays 12-230pm (2.5 hours). The student will also attend the weekly lab meeting (Wednesdays 12-1pm – 1 hour).

**The student will work approximately 3-4 hours a week.
In total, the student will work at least 48 hours over the term.**

2. Reading assignments (and due dates; if not applicable; write “N/A”):

3. Written assignments (page requirements/limits and due dates; if not applicable; write “N/A”):

10-page paper due last day of classes signed by mentor and student. This paper is turned in and graded by the advisor.

4. Other assignments (please describe; if not applicable; write “N/A”):

5. Assessment (e.g., % of course grade based on each requirement) including final examination (or alternate format):

Final paper (50%), Quality of lab/field work (50%)

6. Other information (if not applicable; write “N/A”):

NOTE: Students can take no more than a total of 12 credits in independent study. This excludes Senior Honor Thesis credits (EXSS 693H/694H), but includes guided research (EXSS 395), independent study and directed readings (EXSS 396), undergraduate learning assistants (EXSS 391), and internships/practica (EXSS 293, 393, 493, 593).

There are also specific limits in the number of times and total credits that a student can take for each class.

Please consult the [UNC Course Catalog](#) and [UNC Academic Advising](#) for further information on your standing. It is the student's responsibility to keep track of these limits, not that of the EXSS faculty mentor.

RESPONSIBILITIES OF THE STUDENT

1. To work actively doing research for at least 3-4 hours per week for each credit hour taken. If this is not completed, I understand I will receive an Incomplete or Failing grade in the course.
2. To keep your Research Mentor and/or EXSS Faculty Sponsor informed of your results.
3. To keep clear and accurate records of your work and hours spent.
4. To ask for assistance when you need it.
5. To write a 10-page paper (including graphs and photos) in a scientific paper format based on your research work. You should submit the paper to your Mentor and/or EXSS Faculty sponsor **by 5:00 pm, on the last day of classes in the semester (classes, not final exams).**

As the student, I have read the above and **I agree to undertake these responsibilities and requirements.**

(Student Signature to Be Provided Within Online Course Management System)

RESPONSIBILITIES OF THE FACULTY RESEARCH MENTOR

1. To supervise the student's research.
2. To provide assistance to the student (either directly or by referring him/her to someone else in your laboratory/center) when needed or requested.
3. To meet periodically with the student to go over his/her progress.
4. To help the student to understand the broader context in which the research project fits and to understand the basis for the methods and procedures used.
5. To read and grade the student's final paper (10-pages).
6. To ensure that the student completes the required hours based on the credit hours sought.
7. To submit a grade in Connect Carolina.

As the EXSS Faculty Research Mentor, I have read the above and **I agree to undertake these responsibilities.**

(EXSS Faculty Research Mentor Signature to Be Provided Within Online Course Management System)

Please submit this application to the Online Course Management System (OLCM) as the following link where it will be reviewed by your Faculty Research Mentor and the Director of Undergraduate Research for EXSS. <https://olcm.oasis.unc.edu/olcm/>

If you have questions or issues with OLCM, there are several resources available to help: <https://curricula.unc.edu/independent-study-courses/>

This application is due by 5pm on the first day of classes in the semester/session. There are no exceptions. For questions, please contact Dr. Zachary Yukio Kerr (zkerr@email.unc.edu).

STUDENT INSTRUCTIONS FOR REGISTERING FOR EXSS 395

1. Log in to the Online Learning Contract Manager System: <https://olcm.oasis.unc.edu/>
2. Scroll to the bottom of the page – click “Get Started/Continue”
3. Sign in using your Onyen/Password
4. Click green button, “+ Add Contract”
5. Click blue button, “Continue”
6. Click “Select a unit” – scroll to “Exercise and Sport Science”
7. Click “Select an instructor” – scroll to your instructor’s name
8. Click “Course” – select either “EXSS 395 Undergraduate Research Course” or “EXSS 395 Independent Study” (depending on which you are enrolling in)
9. Enter number of credit hours sought (1, 2, 3)
10. Click blue button, “Save and Continue”
11. Enter Cumulative GPA
12. Click blue button, “Save and Continue”
13. Make sure “Upload supplemental syllabus file or completed unit learning contract form” is checked, and click “Choose File” to upload your learning contract.
14. Click green button, “Upload”
15. Click blue button, “Save and Continue”
16. In “File Uploads” screen, click “Save and Continue”
17. Click “Review” tab
18. Click blue check mark indicating you’ve read the requirements
19. Click blue “Submit” button

Upon submission, your advisor will receive an email notifying them that you have submitted the learning contract. They will then review and approve the learning contract. They may also send it back to you for revisions, which will require you to go through the submission process again.

Once your advisor approves it, the Director of Undergraduate Research will review and approve the learning contract. They can also send it back to you for revisions. If approved, the EXSS administrative office will register you for that semester.