

Section Four Students/ Instructional Services

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POLICY

*** Section 4 was reviewed and revised by the Board of Trustees November 2014, March 2015 and October 2017.*

**Kern Community College District
Board Policy**
Chapter 4 – Students/Instructional Services

4B8 Independent Study

- 4B8A The purpose of Independent Study is to fulfill a student's immediate need due to circumstances beyond their control as determined by the College Vice Presidents, Academic Affairs, to meet a specific requirement for their degree, certificate, major, or for transfer.
- 4B8B Independent Study will be conducted by qualified faculty in accordance with the course outline of record, to permit students to cover course material independently, but under the supervision and direction of the assigned faculty.
- 4B8C Academic standards applicable to Independent Study shall be the same as those applied to other credit and non-credit courses.
- 4B8D Students enrolled in Independent Study will be evaluated, and their progress recorded in the same manner as students enrolled in other courses.
- 4B8E Faculty conducting Independent Study shall, as a minimum, make themselves available to students in the same manner as for students in other courses, including use of scheduled office hours. (See AP 4B8)
- 4B8F Attendance for Independent Study must be reported as outlined in the State Student Accounting Manual.

Procedure

**Kern Community College District
Administrative Procedure**
Chapter 4 – Students/Instructional Services

4B8 Independent Study

Instructors of Independent Study shall:

1. Meet the same standards used for qualifying, as other instructors for a teaching assignment.
2. Provide orientation, guidance, and other information relevant to the Independent Study course to the students enrolled.
3. Provide each Independent Study student with the instructor's consultation schedule. This schedule is to be included in the written record of student progress required by Title 5, Section 55234.

The method of instruction for Independent Study shall be outlined and reviewed with the student by the supervising faculty assigned, with the student being held accountable on a regular basis for the material that has been assigned.