



PACIFICA
GRADUATE INSTITUTE

Licensure ONLY
Independent Study
Contract

STUDENT INFORMATION

Student Name:		Date:	
Student ID Number:		Track:	

CONTRACT INFORMATION

I, the undersigned, request enrollment in the following Independent Study for approved additional coursework to meet out-of-state licensing requirements for the Term/Year indicated:

Enrollment Type

☐ Independent Study

Course ID # _____ Unit Value _____

Title _____

Objectives _____

Note: A syllabus is required. Please attach the syllabus to this contract.

Instructor Name _____

Coursework Due Date _____
(the due date may not exceed the quarter end date noted above)

Term

Year

☐ Fall
(10/1-12/31)

☐ Winter
(1/1-3/31)

☐ Spring
(4/1-6/30)

☐ Summer
(7/1-9/30)

This Independent Study Contract must be approved by the Program Chair and must be undertaken prior to completion of all degree requirements and degree posting.

A student contracts with an instructor for a three month period (coincides with the calendar dates noted above) to complete coursework.

Submit the IS contract to the instructor for signature.

The instructor will **attach a syllabus** and submit the contract to the Program Chair, who will sign, if approved, and forward to the Registrar. Before engaging in the IS, it is the student's responsibility to confirm the Registrar's Office has received the IS contract with all course information and required signatures

The student must secure a syllabus from the instructor.

The student is charged a per unit fee for the additional course. A late registration fee will be assessed for forms submitted after the start of the IS quarter. **This is not covered by Financial Aid.**

Revised 8/2025

Required Signatures:

Student Date

Instructor Date

Program Chair Date

Registrar Date
RO rcvd date: _____

Student Accounts Office Date