



**INSTRUCTIONS**

- Independent Readings must be approved and supervised by a full-time faculty member and should be arranged well in advance of the start of the requested term.
- Students must first meet with the sponsoring full-time faculty member submit their proposal of study before completing this form. Please submit your proposal when completing this form.
- Once the form is completed and signed, please scan and email the form (plus additional required information) to Wagner Academic Services ([wagner.academicsservices@nyu.edu](mailto:wagner.academicsservices@nyu.edu)). Make sure to keep a copy of this form for you records.
- Wagner Academic Services will process the form and register you for the Independent Reading a 2-3 business days.

STUDENT INFORMATION			
<b>Univ ID:</b> <small>(found on the back of your NYU ID card)</small>	N _____	<b>Name</b> <i>(Last, First, M.I.):</i> _____	
<b>Degree/Program</b> <input type="checkbox"/> MPA/PNP <input type="checkbox"/> MPA/Health <input type="checkbox"/> Executive MPA <input type="checkbox"/> MUP <input type="checkbox"/> Other: _____			
<b>NYU Email Address:</b> _____@nyu.edu <small>(Net ID)</small>		<b>Phone Number:</b> (____)____-_____	

INDEPENDENT READING EXPLANATION			
<b>Semester Requesting Independent Reading:</b>	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	<input type="checkbox"/> Fall
	Year: _____		# of credits: _____
<b>Brief description of Independent Reading:</b> <small>(or attach supporting documentation)</small>			
Important Guidelines for Independent Readings:			
Independent Readings can only be requested by matriculated MPA or MUP students.			
Independent Readings are approved if a course is canceled or not offered when the student can take it because the instructor is on sabbatical or cannot teach that course for other reasons.			
Independent Readings may be 1.5 or 3.0 credits, depending on the workload. An Independent Reading should be comparable to that of a traditional course of the same value, as determined by the sponsoring full-time faculty member.			
Independent Reading will be listed as "Independent Reading" on the student's transcript.			
A grade must be assigned at the completion of study, as per the NYU grading policy: <a href="#">University Grading Policy</a>			

STUDENT SIGNATURE	
I have read and understand the above terms pertaining my Independent Reading request	
Student Signature: _____	Date: _____

FACULTY INFORMATION	
I have agreed to supervise and grade an independent reading project for this student	
Faculty Name (Please Print Clearly): _____	
Faculty Signature: _____	Date: _____