REQUEST FOR OFFERING INDIVIDUAL PROBLEMS AND
RESTRICTED ENTRY CARD
Montana State University
Office of the Registrar

The Department/School of ___________________________ requests permission to offer the
following INDIVIDUAL PROBLEM during the ___________________________ term _____________.

FOR:

Student's Last Name ________________________
First Name ________________________
Middle Initial ________________________

Student ID#: ____________________________

<table>
<thead>
<tr>
<th>Subject Abbr.</th>
<th>Course Num.</th>
<th>Section Num.</th>
<th>Title of Problem*</th>
<th>Credits**</th>
<th>Instructor’s Name __________________</th>
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*Only generic title "Individual Problems" will appear on student’s permanent record.
*See below for required documentation.
**Be specific as to the number of credits; do not list as 1-5.

Circle One:
Summer term only: F6 I6 L6 All

APPROVED:

Department Head or Director __________________ Date ____________ Instructor's Signature __________________

Fill out in duplicate; take both requests to the department offering the course for approval. If approved by the
department head, the student may then register for the individual problems by bringing the original form to the
registrar’s office or the registration site. Turn a copy into the department.

*REQUIRED DOCUMENTATION

Requests by students for Individual Problems must be accompanied by a written proposal describing the exact
activities to be engaged in for the credits. The proposal must be presented to the instructor for review. If
approved by the instructor, a statement must be attached by the instructor indicating the process to be used for
evaluation of the student’s achievement and assignment of grade. Such documentation will be retained in the
departmental office and must be available to the college dean, or Vice President of Academic Affairs upon
request.
HORT 492 INDEPENDENT STUDY CRITERIA

The purpose of an individual problem is to give students research experience. This includes defining a problem, developing and performing the appropriate problem-solving procedure, analyzing the experiment to arrive at a justifiable conclusion, and presenting the project in a scientifically correct written report. This also provides an opportunity to summarize one's college education to a date. Students will incorporate experience from course, field and laboratory work with knowledge from appropriate literature and collaboration with other workers in their area. The individual problem is also an opportunity to work closely with a faculty researcher. Students are encouraged to seek out faculty members other than their own advisor.

General Guidelines

1. 1 to 3 credits per semester (no more than six credits can be counted toward graduation).

2. The HORT 492 advisor can be any member of the PSPP Department faculty, not necessarily one's advisor.

3. Should involve research; can generate new data or consider refinement and analysis of data gathered by others.

4. Should be definable, simple and solvable; students usually attempt too much of a project. A thorough literature review should be included.

5. Should generate useful information. It should be summarized in a written report which will be filed in the Departmental Library. This report should go through several drafts which are constructively criticized by one's HORT 492 advisor. It should follow the traditional format of a scientific paper or acceptable popular journal (see "Guide for Preparation of Theses and Professional Papers," College of Graduate Students, Montana State University). Publication of the project is encouraged.

6. Students with field projects may need to get started the summer before their senior year.

7. Prior to registration for HORT 492, the student should consult with one's potential HORT 492 advisor. The student should make a general topic selection and submit a written study proposal which must be approved by the advisor. A Restricted Entry form is required to register for a HORT 492 course. Therefore, students cannot register for HORT 492 until they have secured the approval of their HORT 492 advisor. Due dates should be agreed upon. Ample time should be left for unexpected difficulties and redrafting of written material.

Grading Criteria

10% - Written project proposal
10% - Promptness
20% - Independent thought and creative activity
60% - Final Product
   20% - General worthiness
   20% - Literature review, site investigation and/or research procedures
   20% - Written and/or graphic presentation quality and correctness
COLLEGE OF AGRICULTURE

Proposal for 490’s – 590’s

STUDENT:

Name_________________________________________________________

Major________________________________________________________

Year________________________ Semester________________________

DESCRIPTION OF PURPOSE OR PROBLEM TO BE SOLVED:

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NAME OF INSTRUCTOR:

______________________________________________________________

INSTRUCTOR’S ACCEPTANCE OF THE PROPOSAL:______________________

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