

## INDEPENDENT STUDY IN HISTORY (INCLUDING INTERNSHIPS)

The History Dept. welcomes independent study in History, including internships.

To secure an independent study, you must first identify a suitable project. If you simply want to research a topic not covered in our regular courses, you can arrange a Directed Reading with an appropriate faculty member. If you want to do more than reading, discussing, and writing, then an independent study is for you. Most typically, students look for a historical internship. Internships come in an enormous range of types, lengths, and places: at museums, parks, historical sites, historic preservation districts, and other venues. We can offer academic credit for such efforts when they provide opportunities for the student to gain historical insights. However, we almost always require some written work, either done during the internship or as a report on it afterwards. We are open to considering other types of efforts that have a substantive academic and a historical component. (N.B.: We cannot give History credit for internships in law, politics, journalism, etc. unless they have a predominantly historical thrust.)

Once you've identified a project, you need to find a faculty director. Look for someone in the History Dept. who has expertise in the area in which you'll be working. You can ask your History advisor or the Department Chair for suggestions. If the faculty member is agreeable, s/he will ask you to write a brief proposal explaining your intentions and how many hours of credit you are requesting. The faculty member will need to accept the proposal and write a brief supporting letter.

You should then submit the proposal to the Department Chair for a vote by the Department. (You should ask the faculty member to send the supporting letter to the Department Chair.) Because the proposal needs Department approval, you will have to submit it in good time:

For the Summer and Fall semesters by Apr. 20

For the Spring semester by Nov. 25.

You will normally need to secure approval before the semester/summer in which you will be doing the independent study.

As a reminder, in accord with University rules, the following general guidelines apply to History Department Independent Studies and Internships:

### Guidelines for Independent Study, Individual Study, Directed Reading, and Internship Courses

- 1) Such work would ordinarily be reserved for junior and senior students in the undergraduate schools;

- 2) Any student requesting approval for such a course must possess a cumulative grade average of no less than 2.0 in Wake Forest;
- 3) All such course requests must be approved by the appropriate department;
- 4) A student should complete the academic requirements during the semester in which he/she is enrolled.

(If we ask you to write up a report after completing an internship or other project, we will certainly give you time to complete that requirement after “ the semester in which [you are] enrolled,” if that proves unavoidable. In such cases you would have an Incomplete that would need to be cleared according to University rules.)

If you have any questions, feel free to contact the Department Chair.