LATS: 4990 INDEPENDENT PROJECT IN LATINA/O STUDIES
REGISTRATION PREAPPROVAL

Students must submit their completed form and proposal to the Latina/o Studies Program. They will receive an email within 5 business days that they have either been given permission to enroll in LATS:4990 Independent Project in Latina/o Studies via MyUI, or that the proposal requires revision.

Student Name________________________________ Student ID number________________

E-mail________________________________________________________ Major/degree program______________________________

Semester of registration_____________________________________________________________

Number of semester hours requested for this independent project________________________

Faculty Supervisor Name_________________________________________________________

Faculty Supervisor E-mail________________________________________________________

Human Subjects in Research: Any research project which involves "human subjects" must be reviewed by the Institutional Review Board (IRB) prior to the initiation of the project. Students should complete an online IRB determination form at: http://hso.research.uiowa.edu/human-subjects-research-determinations. Proof of the determination/review process must also be submitted to the Latin American Studies Program. Contact the IRB at 319/335-6465 or irb@uiowa.edu

My independent project is subject to IRB approval (please check one):

___ Yes
___ No

Faculty Approval: I agree to serve as faculty mentor of this project, have approved the attached project proposal, and the student and I have agreed on the expectations and grading criteria for this project. Furthermore, I am permitted, under my home department's guidelines, to supervise independent student projects.

Faculty signature:________________________________________ Date:________________

Student Statement: I have reviewed all policies and procedures for LATS:4990 Independent Project in Latina/o Studies, have talked with my faculty mentor about expectations and grading criteria for this project, and understand all requirements and deadlines.

Student Signature________________________________________ Date:_______________
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PROJECT PROPOSAL

The Latina/o Studies Program (LATS) offers students the opportunity to earn credit for independent work completed under the supervision of a Latina/o Studies faculty member. Independent student projects must be approved by the Latina/o Studies Program prior to student enrollment.

- Students must be in academic good standing to register for LATS: 4990 Independent Project in Latina/o Studies.
- Students must submit a Project Proposal and completed Registration Preapproval form prior to registration.
- LATS:4990 Independent Project in LATS can be used as the 3 s.h. “Additional Course” within the Latina/o Studies minor (see the Latina/o Studies minor website for minor requirements).

**Project Proposal**

Student must attach a project proposal to the Registration Preapproval form. The proposal must be typed and must include:

- A one-page description of the project, including:
  - the dates and location of your work
  - a specific research question or project topic
  - a brief narrative, and
  - the final format of the project (e.g. research paper, poster presentation, project report, multimedia project, etc.)
  - the grading criteria to be used by your faculty supervisor (i.e. 40% methodology, 20% style…)
- A rationale for the number of semester hours requested for the project
- A timeline for the project, including but not limited to:
  - a plan for a preliminary literature review
  - how often and by what method you will consult with your faculty mentor throughout the project
  - target completion dates for the first and second drafts of your project, if applicable, and
  - a final completion date
- A reading list, in a recognized bibliography format, including at least ten works consulted in your preliminary planning and identification of a research question or project topic.
- If you intend to complete all or part of the work for this independent project while off campus you must include:
  - information regarding any international contacts and resources
  - your plan for ongoing communication with your faculty mentor, and
  - an explanation as to what preliminary work you intend to pursue before departure.
- Proof that an application has been submitted to the Human Subjects Office (Institutional Review Board) if necessary (see Registration Preapproval form)