

# INDEPENDENT RESEARCH FACT SHEET

**Independent Research is an opportunity to earn academic credit by doing guided research and analytical writing under the close supervision of a full-time faculty member.**

**Eligibility:** Full-Time Students: Full-time students, in good academic standing, may register for Independent Research after successful completion of their first year required courses: Legal Process I & II, Torts I & II, Contracts I & II, Civil Dispute Resolution & Procedure I & II, Criminal Law I and Property I. *This means that FT students may not register for IR until the Summer following their first year.*

Part-Time Students: Part-time students, in good academic standing, are eligible to register for IR after successful completion of the following required courses in their first three semesters: Legal Process I & II, Torts I & II, Contracts I & II, Civil Dispute Resolution & Procedure I & II, and Criminal Law I. *This means that PT students may not register for IR until the Spring Semester of their second year.*

Students on academic probation are not eligible to register for or participate in IR. Students placed on academic probation after registering for IR (but before completing the project) will receive a grade of “Incomplete” and will not be eligible to receive a grade or academic credit until they are off probation.

## **Registration:**

1. Register, by completing and filing a Drop/Add form in the Registrar’s Office, by the applicable registration deadline for the semester in which you will do the project.
2. Find a *full-time faculty member* to supervise your project (note that adjunct instructors may not supervise IR). If you are not sure who to ask, discuss your project with the Assistant Dean for Academic Advisement.
3. Complete an Independent Research Proposal Form (on the other side of this Fact Sheet), have it signed by the supervising faculty member, and return it to the Registrar’s Office by the end of the second week of the semester.

**Credits:** Independent Research normally carries two (2) credits in the semester when taken. In exceptional circumstances IR may be taken for one (1) or three (3) credits, after the student has obtained approval of the supervising professor and the Assistant Dean for Academic Advisement. The summer semester limit on IR projects is two (2) credits.

**Length:** As a general rule, students are expected to write a paper of twenty (20) pages, exclusive of footnotes, *per credit*.

**Limitations:** No more than one IR project per semester (regardless of the number of credits); no more than six (6) credits of IR may be counted toward the JD graduation requirement.

**Procedures:** You must submit your research file and your first draft to the supervising faculty member. The faculty member may require you to submit additional research. When the paper is completed, the faculty member must submit a final copy with the grade affixed, along with an edited first draft (i.e., the first draft with the faculty member’s comments) to the Registrar’s Office.

**Deadline:** The final paper must be submitted by the end of the semester in which the student registered for IR, unless the supervising faculty member approves an extension. To obtain an extension, students must file an *Extension on a Paper* form, signed by the supervising faculty member, with the Registrar’s Office. Extensions may be approved to the end of the semester following the semester in which the student registered for the IR, unless the supervising faculty member files a statement with the dean certifying that the student is making satisfactory progress on the IR, and specifying a new date for its completion. Students who fail to complete the work by the end of the semester in which they registered for IR and do not obtain an extension, or who obtain an extension but do not complete the paper by the extended date, will receive a grade of “F”.

**Advanced Writing Requirement.** If you are doing IR to satisfy the Advanced Writing Requirement, you must: 1. Submit a completed *Advanced Writing Requirement Intent to Satisfy* form to the Registrar’s Office; and 2. Turn in the paper to the supervising faculty member, in final form, by the first day of your final semester, along with an *Advanced Writing Requirement Approval* form. Copies of both forms are available from the Registrar’s Office.

(Complete reverse side)

**INDEPENDENT RESEARCH PROPOSAL FORM**

**Last Name:** \_\_\_\_\_ **First:** \_\_\_\_\_

**Touro Law Center ID#:** \_\_\_\_\_ **Division: Year: 1 2 3 4 F/T – P/T LL.M.**

**Address:** \_\_\_\_\_  
(Number) (Street)

\_\_\_\_\_  
(City) (State) (Zip Code)

**Telephone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**I request approval for the following Independent Research Project**

(circle one) **1 2 3 credits**      **Fall Spring Summer 20**\_\_\_\_

**I intend to use this Independent Research to satisfy my Advanced Writing Requirement:**

**Yes**    **No**

**Supervising Professor (Please Print):** \_\_\_\_\_

**I certify that I have read the terms and conditions on the reverse of this form.**

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Professor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Summary:** \_\_\_\_\_

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