

LETTER OF AGREEMENT FOR INDEPENDENT PROJECT

COMMUNICATION DEPARTMENT, BUFFALO STATE COLLEGE

www.buffalostate.edu/communication

Student _____

Address _____

E-mail _____

Phone _____

Year _____ Spring Summer Fall

Topic _____

Instructor _____

Write a paragraph stating the student's rationale for undertaking this project and the intended approach. The nature of the project and its complexity must be consistent with the number of credits associated with the project.

Required work: Outline specifically the expected final outcome for this project. Required work includes:

- Preparation and presentation of artistic, creative or professional activity
- Submission of a final report introducing the project, outlining its development and execution, presenting the student's professional insight gained from the project, and discussing what the student learned from undertaking the project

Grading policy for Independent Project

D – Submission of a completed project lacking in adequate quality, or submission of an incomplete project

C – Required work for D grade, plus a final report of at least 10 pages and a completed project demonstrating adequate quality

B – Required work for C grade with a completed project demonstrating above-average quality

A – Required work for B grade with a completed project demonstrating superior quality

I – Incomplete grades will be considered only if the student has a valid reason beyond his/her control for needing an extension and if at least two-thirds of the project has been completed by the end of the semester

Affix signatures and deliver an original copy to the Communication Department.

Student _____ Date _____

Instructor _____ Date _____