

An Individual Supervised Project (ISP) must be supervised by a full-time faculty member with a research appointment. An ISP involves a student writing a research paper on a topic to be agreed upon with the faculty member. ISPs should be reserved for topics that are not otherwise offered as a course. Students must ensure the project and supervision are approved through the process set by the Associate Dean (Academic). As a rough guide, ISP papers are expected to be approximately 25-30 pages in length and should involve comparable student workload input to the student taking a traditional 2 credit course (though exact page length and project expectations are to be worked out between the supervisor and student). An ISP typically counts for 2 credits. In exceptional circumstances, more ambitious projects for 3 credits may be approved by the Associate Dean (Academic). An ISP may satisfy the Substantial Term Paper Requirement, although this should be discussed by the student and faculty member when the arrangements are initially being made for an ISP. ISPs should not be earned or stacked in conjunction with other, different credit-earning activities (i.e. other courses, moots, journals or experiential activities). They are expected to be standalone research projects.

Student Name: _____

Faculty Member: _____

Student Number: _____

Email Address: _____

Topic: _____

<input type="checkbox"/> Law-490	Individual Supervised Project, 2 credits <input type="checkbox"/> Fall term <input type="checkbox"/> Winter term
-------------------------------------	--

Process:

- Student: fill out top portion of form and submit to supervising faculty member.
- Faculty member: Sign indicating agreement to supervise project, then forward to HR Staffing Officer (hr.law@queensu.ca).
- HR Staffing Officer: Add to tracking spreadsheet, then forward to Associate Dean (Academic) for decision.
- Associate Dean (Academic): Make decision and notify HR Staffing Officer.
- HR Staffing Officer: Document and notify Student Services, faculty member and student.

Students: Do NOT begin a project until approval is received.

Faculty Supervisor Signature: _____

Associate Dean (Academic) Signature: _____

- ☐ Approved
☐ Not approved

Notes: _____
