

**Johns Hopkins University
Krieger School of Arts and Sciences
Graduate Program in Environmental Sciences and Policy**

Independent Research Guidelines

Students enrolled in the Environmental Sciences and Policy program have an opportunity to conduct independent work, under the guidance of a qualified field mentor and the Program faculty. The topic and methodology a student chooses for her/his independent work must be related to the overall program goals (see catalog for description). Ideally, the independent study will be a culminating project, integrating the material studied in the program. Prior to conducting independent work, a student must have completed at least eight (8) courses toward the degree and have compiled a strong academic record. Students interested in electing 420.800 Independent Research in Environmental Sciences and Policy need to plan well in advance of conducting the project and registering for the class. See the following time frame and description of steps. For sample proposals, contact Kyuanna Napper (knapper1@jhu.edu).

Independent Graduate Project - Schedule

	Fall	Spring	Summer
Initial meeting with Assoc Program Chair (phone or in person)	June 1	November 1	March 1
Commitment from Field Advisor	June 15	November 15	March 15
Draft Proposal	July 15	December 15	April 15
Final Proposal	August 15	January 15	May 15
Draft Report	November 30	April 15	July 31
Final Report	Last day of the semester	Last day of the semester	Last day of the semester

1. Meet with Associate Program Chair - The purpose of the meeting is to explore preliminary ideas, focus the topic into a project that is doable in the one semester time frame, identify possible qualified mentors, and review the procedure. Students who are only considering the possibility of conducting independent work should contact the Associate Program Chair, as well, for an exploratory discussion.
2. Choose a Mentor - The mentor may be a faculty member teaching in the environmental sciences and policy program, a supervisor from the student's place of work, or any expert with appropriate credentials. The mentor is the person who

will guide the substantive progress of the independent work and, ideally, the mentor is currently involved in some aspect of the proposed study. Mentors who have not previously worked with Johns Hopkins must be approved.

3. Submit a Draft Proposal – The proposal is a detailed description of the research. The draft proposal can be preliminary, but must be submitted by the above dates. Students should work closely with their field advisor to complete the proposal. Students can see past proposals by contacting Kyuanna Napper (knapper1@jhu.edu).
4. Submit Final Proposal – The proposal includes a statement of purpose with a clear definition of the goals of the project and the rationale for these goals, background information, including a description of the fundamental ideas informing the project, a detailed explanation of the methodology, a description of the anticipated outcomes/results, a time-line for the project) and a bibliography. An adequate proposal usually takes 8 – 10 pages. The proposal must include a letter of support from the field advisor. The proposal must be submitted by the deadline in order to receive permission to register for the class. No exceptions will be made.
5. The independent study commences on the first day of the semester that the student is enrolled in the course. The student follows the time-line in the approved proposal, as amended by the Associate Chair. A draft report must be submitted to the Associate Chair and the field advisor by the above dates. Note that the field advisor may require additional deliverables during the project.
6. Final Report – Due to the field advisor and the Associate Program Chair on the last day of the semester in pdf format. The field advisor's evaluation and grade recommendation must be submitted to the Associate Program Chair within 72 hours of the last day of the semester.