**REQUEST FOR WRITING CODE (W) FOR RESEARCH INDEPENDENT STUDY COURSE**

**To be submitted to TRINITY COLLEGE:** [courserequests@duke.edu](mailto:courserequests@duke.edu) **or Faxed to 684-8494, 011 Allen Bldg**

**\*\*Submission Deadline: End of the Drop/Add period in the semester of enrollment\*\***

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| Subject: | Course Number: | Course section: | | Semester/Year:  Spring Fall 20\_\_\_\_\_ |
| Student name & Duke email address:  *Print or type full name and Duke email address* | | | Duke Student ID number (not Unique ID#): | |
| List of student’s prior and in-progress W coded course(s):  *(Student should consult DukeHub; students should only apply for RIS-W if they have not yet fulfilled their W requirements.)* | | Instructor of Record: | Student’s Major(s): | |

The above-named faculty member and student request that a W (Writing in the Discipline) code be recorded for this Research Independent Study with the understanding that no other independent study has been so coded and that this Research Independent Study is designed to follow the guidelines for W-designated courses:

* **The student should write frequently throughout the term – periodically submitting either several discrete writing projects or drafts or sections of a longer project;**
* **The faculty member should comment on these writings with advice toward revision;**
* **The student and faculty member should meet regularly to discuss the student’s writings;**
* **The uses of writing in the discipline should be one of the focuses of the Research Independent Study; and**
* **A significant percentage of the grade awarded for a W-designated Research Independent Study should reflect the growth and quality of the student’s work as a writer.**

***Please visit*** [***https://twp.duke.edu/faculty/wid/applying-for-w-code-guide***](https://twp.duke.edu/faculty/wid/applying-for-w-code-guide) ***for a full description of these guidelines.***

**If you have already submitted documents (work plan, final project proposal, etc.) pertaining to this independent study to the home department of the supervising faculty member, please attach those documents with this form.**

**If you have not submitted documentation to the home department, please include a plan of work, including an estimated meeting schedule and proposal for the writing to be produced by the student. Faculty, please add a brief paragraph explaining how writing instruction will form a component of the R-IS.**

**REQUIRED SIGNATURES:**

# INSTRUCTOR of RECORD: DATE:



RESEARCH ADVISOR (if different from Instructor)

STUDENT

DATE

DIRECTOR OF UNDERGRADUATE STUDIES

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COURSES COMMITTEE**:Approved: \_\_\_\_\_\_\_\_\_\_\_ Not Approved: \_\_\_\_\_\_\_\_\_\_\_\_

# CHAIR, COURSES COMMITTEE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Revised 11/3]