

MEDICAL STUDENT POLICY

Title: Independent Study Policy	
Relevant LCME Element(s): 3.2: Community of Scholars/Research Opportunities	Last approved: 5/3/2023

I. **PURPOSE**

Describes process to enroll in approved independent study.

II. **PERSONS AFFECTED:**

Medical students

III. **POLICY AND PROCEDURE STATEMENT**

Students engaged in an approved research project may be placed on Independent Study for a period of up to one year. The research must be approved by the Associate Dean for Student Affairs or the Senior Associate Dean for Medical Education prior to the start of the Independent Study period. If the research approval is not received by the Office of Medical Education prior to the start of the requested time off, the student will be placed on a leave of absence for the duration of the time away. Independent Study status cannot be retroactively instated.

Students enrolled in Independent Study may be eligible for private student loans to cover living expenses only for a lifetime maximum period of one year. Students are permitted to remain enrolled in NU-Student Health Insurance Plan for the year in which they start on Independent Study status. During Independent Study status, a student will not have access to federal student loans, or the CTA UPass/Ventra card. Feinberg is required to report all leaves/interruption of medical education in the Medical Student Performance Evaluation (MSPE). This is a brief 1-2 sentence description indicating the general reason for time away.

Notice of students going on independent study will be provided to the University Registrar, Office of Student Accounts, and the Chicago Office of Financial Aid by the Feinberg School of Medicine Registrar.

IV. **APPROVING BODY:**

Curriculum Committee