

**University of Alaska Fairbanks
College of Rural Alaska
Department of Alaska Native & Rural Development**

**RD Applied Field-Based Program
Individualized Credit Worksheet Instructions**

This worksheet on the following page is used in talking with your faculty advisor about developing an *individualized* version of a regular RD course (e.g., RD300, RD350). This is an option for all students enrolled in the RD Applied Field-Based Program.

In this individualized plan, you are expected to fulfill all course objectives of a regular classroom or distance-delivered version of the RD course. However, the way you fulfill these objectives may differ. You may be able to demonstrate mastery of certain objectives through previous documented work (e.g., prior learning or work experience). Or, you may have special opportunities through your professional work to complete certain objectives under supervision of a local mentor. Discuss these and other options with your faculty advisor, who will determine if these are appropriate ways to complete the course objectives.

Example: The course objectives in RD351, Community Planning & Grant-writing Techniques (a required RD core class), state (in part) that students should be able to write a grant proposal for a community project or program. As a rural-based student, it may be that you have had considerable experience in grant proposal writing through your work experience. If so, it may be possible for you to provide documentation of successful mastery of this particular course objective (e.g., by providing examples of previous proposals written). You could then focus on other objectives for the course where you have less experience. This flexible approach to earning credit enables you to build on prior experience in fulfilling some or all of the RD course requirements.

Once you and your advisor have completed this worksheet (including all objectives, methods, and deadlines), you can proceed with your individualized study. Upon successful completion of all objectives, you should submit a polished portfolio documenting how you have met all course requirements to your advisor. S/he will give you an initial evaluation, and will then present the portfolio to the RD faculty as a whole for approval and final grading. When final work has been completed, you can enroll formally in the class in the following semester and receive your grade. For more questions, see your advisor.

See “Rural Development Individualized Credit Worksheet” next page.

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Student name: _____
Date: _____
Faculty Advisor: _____

RD Course Number: _____
RD Course Title: _____
Credits: _____

Semester in which credits to be earned: _____
Prerequisites (if applicable): _____

Brief course description (from catalog):

Course Objectives:
(specify specific objectives, methods, and deadlines based on the UAF catalog, previous course syllabi, and input from your advisor or other faculty):

Objective 1:

Methods for meeting objective 1: (e.g., assigned readings, written assignments, portfolio documentation of previous work, internship, mentorship)

Deadline for completion:

Objective 2:

Methods for meeting objective 1: (e.g., assigned readings, written assignments, portfolio documentation of previous work, internship, mentorship)

Deadline for completion:

Objective 3:

Methods for meeting objective 1: (e.g., assigned readings, written assignments, portfolio documentation of previous work, internship, mentorship)

Deadline for completion:

Objective 4:

Methods for meeting objective 1: (e.g., assigned readings, written assignments, portfolio documentation of previous work, internship, mentorship)

Deadline for completion:

Note: Use additional sheets as required