



## Creative Writing Independent Study

The Creative Writing Independent Study is a wonderful opportunity for Master of Liberal Arts (ALM) Creative Writing and Literature degree candidates to work one-on-one (in person or via web conference) with select faculty on a piece of creative work.

You can use your independent study to expand and deepen a piece of fiction or non-fiction begun in class, or strike out in a new direction or new genre. Here is your chance to explore a piece of work intimately, shaping the course to meet your own needs and interests as a writer. You can work on short stories, first chapters of novels, non-fiction material, and dramatic writing.

To be eligible, you must have earned 16 credits toward the degree, be in good academic standing, and have completed at least two graduate-level creative writing courses. Moreover, the creative writing tutorial requires that you base your project on a piece of original work, and that you identify the specific craft elements that you will work on (for example, dialogue, tone, historical/geographical/social context, character development, and narrative voice).

Sequence of Steps:

### Step 1

**Contact Jody Clineff, Assistant Director of Writing Programs ([clineff@hudce.harvard.edu](mailto:clineff@hudce.harvard.edu)) by June 1st for the fall term and October 1st for the Spring term which is to say at least one month prior to the proposal deadline regarding your interest in undertaking a Creative Writing Independent Study. The deadlines for submitting the Proposal Form to Dr. Delaney are July 1 for the fall term, November 1 for the spring term. The option is not available during the summer term.** After Jody has verified that you are eligible to pursue the project, she will refer you to Dr. Talaya Delaney, Research Advisor in the Humanities, for a preliminary meeting (in person or on the phone). At least five days prior to your first meeting, you will send Dr. Delaney this form, as well as the piece of original work which is the starting point for the independent study. The tuition is the same as for a 4-credit graduate course. Please see the Tuition & Enrollment page for current tuition rates.

### Step 2

After you have met with Dr. Delaney and received approval of your proposal, you will be assigned to your Project Director and you will arrange your first meeting. Ordinarily, you will meet with your Project Director at least three times, either in person or online. The first meeting is to review your proposal and the scope of the project, and to set initial draft deadlines. Your Project Director will sign your final proposal form after this meeting. The second and third meetings will occur after the project has been approved (see Step 3) and will be used to review your work in progress.

### Step 3

Submit the completed proposal form to Jody Clineff ([clineff@hudce.harvard.edu](mailto:clineff@hudce.harvard.edu)). The project needs to be approved by the Dean of Academic Programs. Official approval letters are sent to you and your Project Director. This letter will indicate the registration procedures. You cannot begin work or register for the project until you receive the approval letter from the Dean.



# HARVARD EXTENSION SCHOOL

Office of ALM Advising and Program Administration 51 Brattle Street, Cambridge, Massachusetts 02138-3722 (617) 495-9414  
www.extension.harvard.edu/graduate-degrees

## Creative Writing Independent Study

### Student Information

FULL LEGAL NAME (exactly as printed on your government-issued ID)												
Last/Family/Surname(s)	First/Given name(s)	Middle name(s)										
HARVARD ID NUMBER												
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CURRENT ADDRESS												
Street												
City	State/Province	Zip/Postal code										
DAYTIME PHONE NUMBER												
E-MAIL ADDRESS												
GPA	FIELD OF STUDY											

### A. Coursework

List the courses that you have already completed, along with grades and instructor names. You must have a minimum of 16 credits.

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### B. Sample Creative Project

Attach the piece of work that you want to develop further for this independent study.

### C. Project Scope

Respond to the following questions, which are a starting place for the independent study. The Project Director will also offer his or her own thoughts on what is and is not working in the piece, as well as suggestions on the craft elements that need development.

State the strengths of the piece. What do you like? What is working well?

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State the weaknesses of the piece. What is not working? What don't you like? What are the problem areas?

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State the specific help you are looking for from the Project Director. What do you want to do better? What do you need more practice on? Consider all craft elements, including characterization, story and plot structure, point of view, dialogue, and description.

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**D. Timeline for your Creative Writing Independent Study**

Be specific about the number of meetings you plan to have with your Project Director, including possible days and times, how those meetings will proceed, and start and end dates (three meetings are typical.) Make sure you are setting a realistic timeline that will ensure completion by the end of the term (see Calendar on our homepage).

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**E. Tentative Creative Writing Title**

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Suggested Program Director's name \_\_\_\_\_

Student's signature \_\_\_\_\_

Date \_\_\_\_\_

## Faculty Member's Approval

By signing this form, you agree to work with the above-mentioned Harvard Extension School ALM degree candidate, hold regularly scheduled meetings, and provide guidance for the student to complete a creative writing project. A stipend of \$1,100 will be paid to you upon receipt of the student's grade. If you have any questions or concerns about this process, please contact Jody Clineff (clineff@hudce.harvard.edu). We appreciate your participation.

Name (please print) \_\_\_\_\_

Harvard ID number \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Faculty member's signature \_\_\_\_\_ Date \_\_\_\_\_