**EC4660/EC4660HM INDEPENDENT STUDY (EC-ISC)**

| **Instructional****Period** | **AY2023/2024****Semester 2** | **AY2024/2025****Semester 1** | **Note** |
| --- | --- | --- | --- |
| Week 1 | 19 Jan 2024 (Fri)by 5pm | 16 Aug 2025 (Fri)by 5pm | * Submit EC-ISC **Proposal Form** (downloadable from department webpage) with the **proposed study** **outline** to Ms Deanna.

Please ensure that you **meet the requirements** (pre-requisites/preclusions) of an EC-ISC & have obtained prior approval from supervisor. |
| Week 11 | 1 Apr 2024 (Mon)by 5pm | 28 Oct 2025 (Mon)by 5pm | * **Appeal for Extension of Deadline** may be granted on a case-by-case basis & subject to EC-ISC Committee’s consideration & final approval.

**Marks penalty** will apply immediately after the original deadline in Week 12 (stated in the next row) has passed, for applications that are rejected. The marks penalty does not apply to Saturdays, Sundays, and Public Holidays. The marks penalty will still apply on the submission day of the Final EC-ISC written reports. It is the student’s responsibility to apply and complete the appeal form with valid reasons and supporting documents. Please submit the appeal form to Ms Deanna.* **Change in EC-ISC Title/Topic**.

Students are required to inform the dept of any **change in EC-ISC Title/Topic** between the original study proposal submitted in Week 1 and the revised final study. Please obtain **prior approval** from EC-ISC Supervisor by completing the Change of EC-ISC Title/Topic form with **valid reasons**. Submit the duly completed form to Ms Deanna. |
| Week 12 | 8 Apr 2024 (Mon)by 5pm | 4 Nov 2025 (Mon)by 5pm | * **Upload** Final Written Report to **Turnitin via Canvas** for plagiarism checks before submitting the printed version. Similarity index should **NOT exceed 24%**.
* After uploading to Turnitin, please inform Ms Deanna.

The 4000-5000 (cohort 2020 and before) or 3000-4000 (cohort 2021 onwards) word count limit includes everything from cover page to bibliography to relevant appendices, regardless of whether it is acknowledgement, abstract, table of contents, list of tables, figures, diagrams, formulas, applications, footnotes, bibliography, appendices, etc.**Marks penalties will be imposed accordingly for late submission** without approved extension. |