

ADVANCED REGISTRATION

PLAN OF INTENT TO REGISTER FOR INDEPENDENT STUDY

STUDENT \_\_\_\_\_

COURSE Social Work 593

SECTION \_\_\_\_\_

CREDIT HOURS \_\_\_\_\_

SEMESTER \_\_\_\_\_

YEAR \_\_\_\_\_

TOPIC (Title) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SUPERVISING INSTRUCTOR \_\_\_\_\_  
(Signature)

MAJOR PROFESSOR \_\_\_\_\_  
(Signature)

ASSOCIATE DEAN \_\_\_\_\_  
(Signature)

This form does not constitute a proposal for independent study. Students must have a completed proposal approved by the Associate Dean prior to the beginning of the semester of study. See the Student Handbook regarding independent study.

**This form should be turned in to the records office at your campus at the time of advanced registration.**

DATE OF ADVANCED REGISTRATION \_\_\_\_\_

## PROCEDURES FOR APPROVAL OF INDEPENDENT STUDY COURSES

The rationale for independent study courses, such as SW 593, is to give students opportunities to study areas that will be important to their careers as professional social workers but that are not covered in the regular curriculum. Because most faculty members' time is already heavily committed, independent study courses are "expensive." Thus, they should not be done for whimsical reasons; for the study of narrow, limited-use topics; or for experiences that students could get in normal ways. They assume that students are highly motivated and capable of a good measure of self-direction.

The guidelines and the outline that follow should assist students in making applications for independent study courses that will be approved.

1. The College gives credit for "University" courses. Specifically, this means that there must be adequate theoretical input, clear educational objectives, and means for measuring the outcome. Two examples which do not meet these criteria follow:
  - a. Credit for "workshop" type experiences is not appropriate.
  - b. Efforts that are totally or largely experiential, i.e., co-leading a treatment group.
2. Reading from professional literature is expected in at least the same amount as would be required in a regular course with the same hour credit. Some faculty require more reading because not as much in-class time is required.
3. Since the course is "certified" by the faculty, regular faculty input is expected. "Independent" study does not mean without faculty guidance. It means outside the regular curriculum.
4. A Plan of Intent must be completed prior to advance registration (form attached).
5. Approval from the proposed instructor and the Associate Dean must be obtained before the beginning of the term in which the course is to be taken.
6. Application materials should conform to the outline on the following page.

## OUTLINE FOR PREPARATION OF INDEPENDENT STUDY APPLICATION

### I. Course Description

- A. A paragraph explaining what the course is about
- B. A statement of the number of credit hours being applied for and the semester in which the work will be conducted

### II. Rationale for the Course

A paragraph explaining how the course material is relevant to social work and to the student's career goals

### III. Educational Objectives

Several (i.e., 3 to 6) specifically-stated and measurable outcome objectives

### IV. Methodology of the Course

An explanation of how the course actually will be conducted, including but not limited to, the following items:

1. The types and amounts of literature you will read
2. How often and for what length of periods your proposed instructor has agreed to meet with you
3. How your performance will be assessed and graded

### V. A Bibliography of Principle References

### VI. Recommendation and Signature of Your Proposed Instructor

A statement from the instructor indicating that s/he sees your proposed study as appropriate and as fitting with your career goals and that s/he is willing to direct it