

Appendix G: Independent Study Policy and Proposal Form

Students in each of the degree programs may complete no more than one Independent Study during the course of study in the respective degree program. The option of an Independent Study is available to allow students to enhance their capacity in independent investigation and learning under the supervision of an instructor with expertise in the area of study. However, there must be a compelling academic necessity that justifies an Independent Study. Students who request approval for an Independent Study must do so with a well-defined plan that is consistent with the requirements of the specific degree program, and there must be evidence of a level of effort that is consistent with regularly offered courses. It is normally expected that a request for Independent Study will not substantially cover content and/or material that is covered in regular courses in the curriculum. Independent Study will not exceed three hours of credit.

A proposal for Independent Study must be focused on a specific area of inquiry and include the following:

- Specific goals and objectives
- Discussion of the rationale for the project, including how it supports the requirements of the student's degree program
- Discussion of the methodology to be followed
- Selected bibliography of primary sources to be used; and
- Description of how the project will be monitored and evaluated

Requests for completing an Independent Study project should be done at the time of registration for the semester or term in which the project is to be completed. The adding of Independent Study after the semester has begun is not permitted. Independent Study may be dropped in accordance with The University of Alabama policy.

The student is responsible for initiating a request for Independent Study with the concurrence of his/her advisor. The *Request for Independent Study* form must be completed by the student and the supervising instructor and submitted to the BSW Program Director for approval. Final approval of the request is made by the associate dean. The request must include a thorough description of the project and include the material noted above.

THE UNIVERSITY OF ALABAMA SCHOOL OF SOCIAL WORK

REQUEST FOR INDEPENDENT STUDY (SW 498)

Semester _____ 20

School in which student is enrolled

Name

CWID#

Address

City

State

Zip Code

Email Address

Telephone Number(s)

Date submitted for approval

Signatures and Date:

Student

Advisor

Supervising Instructor

Program Director

Associate Dean