

APPLICATION FOR APPROVAL OF INDEPENDENT STUDY (SOWK 795)
School of Social Work
Colorado State University

Student: _____ CSU ID #: _____

Registration Term Spring Summer Fall Year _____ Credits _____

Title of Study _____

Due Date _____

Independent Study Policy

Independent study is a type of learning that advances regular, supervised classroom instruction by permitting the student to carry such learning even further, working independently under necessary and sufficient guidance of a supervising instructor. While details of each independent study project are negotiated by the student and instructor, the expectation is that at least three hours per week of directed effort on the student's part is required for each credit. Personal contact (face-to-face, via telephone or internet, or by other forms of communication) is expected.

1. All students who wish to enroll in independent studies must complete this SOWK-09 form, stating clearly the objectives and procedures.
2. All independent studies are pass/fail unless permission is granted from the Director of Graduate Programs.
3. No independent study will be approved after the census date for that semester. The census date is around the 10th class day of the semester (2 weeks into the semester).
4. When a student registers for an independent study course, the instructor and the student shall specify in writing the requirements the student shall fulfill to complete the course, including the due date, contact expectations, number of credits, and other pertinent information. Instructor, student, and department head shall sign the statement, and each shall retain a copy. Upon completion of the project, a copy or description of the work involved shall be retained in the department for at least seven years.

Reporting Plans

Attach answers to the following questions to this form:

1. Specific Measurable Objective(s) of the independent study
2. Procedures(s) to be used
3. How will the study be of benefit to you and/or the project

Student Signature: _____ Date: _____

Advisor: _____ Date: _____

Report Form

To provide consistency in reporting outcomes of independent studies, the following form is to be followed.

<p>TITLE 1</p> <p>Independent Study</p> <p>Final Report</p> <p>Submitted by _____</p> <p>Prepared for _____</p> <p>Date _____</p>	<p>TABLE OF CONTENTS 2</p> <p>Page</p> <p>Introduction</p> <p style="margin-left: 20px;">I. Objective(s) of Study</p> <p style="margin-left: 20px;">II. Procedures</p> <p style="margin-left: 20px;">III. Outcomes</p> <p style="margin-left: 20px;">IV. Unexpected Outcomes</p> <p style="margin-left: 20px;">V. Conclusion</p>
<p>INTRODUCTION 3</p> <p>The introduction will contain brief background information regarding the purpose and development of the independent study.</p>	<p>BODY OF REPORT 4</p> <p>See description of each section below.</p>

- I. Objective(s) of Study – A description of the intent(s) or purpose(s) of the study.
- II. Procedures – A description of the techniques and/or steps used to meet the objective(s)
- III. Outcomes – A description of the results in relation to the objective(s)
- IV. Unexpected Outcomes – A description of results which were not anticipated at the time the study was designed.
- V. Conclusion – A summarization of the overall impact of your study as it related to benefitting you, your program, and/or your students. Provide any suggestion you might have for someone planning a similar study.

You should provide one copy of this report to the study adviser, retain a copy for your records, and submit a copy to the Director of the PhD program.