

**UNIVERSITY OF PITTSBURGH  
SCHOOL OF NURSING**

**ACADEMIC POLICIES AND PROCEDURES FOR THE  
UNDERGRADUATE AND GRADUATE PROGRAMS**

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**TITLE OF POLICY:** INDEPENDENT STUDY

**ORIGINAL DATE:** MAY 2000

**LAST REVIEWED/REVISED:** APRIL 2016

**POLICY:** Both undergraduate and graduate students who have been admitted and matriculated into the School of Nursing may take independent study credits.

An independent study is a student-initiated experience planned to permit students to pursue an area of interest in nursing with the guidance of a faculty member.

Independent study courses do not replace required or core courses for the major.

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- PROCEDURE:**
1. The student interested in registering for an independent study must initiate a contact with a faculty member to discuss the feasibility of the study. It is recommended that the student contacts the prospective faculty member during the term preceding the term for the desired independent study course.
  2. If the student cannot identify a potential faculty member to precept the independent study, the student should contact a faculty advisor for suggestions.
  3. Prior to starting any requirements for the independent study, the student must present a written draft of a learning contract to the faculty preceptor who will review the learning contract. The learning contract should include:
    - Title of the independent study
    - Purpose of the independent study
    - Independent study objectives
    - Contact time
    - Requirements of the study that also include deadlines
    - Evaluation methods
    - Credit allotment
    - Signature of student and faculty preceptor
  4. The student must send a signed copy of the learning contract to Student Services by the third week of the term that the student is taking the independent study. It will be placed in the student's record.