UNIVERSITY OF PITTSBURGH

NUR 1061: Independent Study in Nursing-Guidelines

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

CRITERIA: Independent Study may be taken for 1-3 credits.

1. Open to undergraduate students at all levels
2. Availability and interest of faculty preceptor
3. Selection, by the student, of a learning experience related to nursing
4. Completion of prescribed methodology

METHODOLOGY:

1. The student interested in registering for independent study must initiate a contact with a potential faculty preceptor indicating the area of interest. It is recommended that this contact be initiated during the term preceding the term for the desired independent study course.

2. If the student cannot identify a potential faculty preceptor, he/she should contact an academic advisor for suggestions.

3. Within two weeks of the initial contact, the student must present a written draft to the faculty preceptor who will review the plan. The plan should include:

   - Purpose of the study
   - Course objectives
   - Contact time
   - Requirements
   - Evaluation methods
   - Credit allotment

4. Faculty will confer with the Department Chairperson regarding the feasibility of the course of study.

5. The student registers for NUR 1061 by using the appropriate undergraduate Class Number of the faculty that is overseeing the study. All students registering for NUR 1061 must complete the “Independent Study Information Sheet” form and submit it to the academic advisor.

   It is vital that all students complete the Independent Study Information form so that the faculty member who is overseeing the students’ work can complete the appropriate grade report.

Revised 07/01/10
**Independent Study Information Sheet**

(This form must be completed for each independent study enrollment. Failure to complete the form could result in an incomplete grade for the term.)

<table>
<thead>
<tr>
<th>Name</th>
<th>PSID#</th>
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<tr>
<th>Your Advisor</th>
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<th>Faculty Member Overseeing Independent Study</th>
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<table>
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<tr>
<th>Term</th>
<th># Credits</th>
<th>Completed Plan Form?</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>YES NO (purpose, objective, time, etc.)</td>
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<table>
<thead>
<tr>
<th>Student Signature</th>
<th>Date</th>
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UNIVERSITY OF PITTSBURGH
SCHOOL OF NURSING

ACADEMIC POLICIES AND PROCEDURES FOR THE
UNDERGRADUATE AND GRADUATE PROGRAMS

<table>
<thead>
<tr>
<th>TITLE OF POLICY:</th>
<th>INDEPENDENT STUDY</th>
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<tbody>
<tr>
<td>ORIGINAL DATE:</td>
<td>MAY 2000</td>
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<tr>
<td>LAST REVIEWED/REVISED:</td>
<td>MARCH 2010</td>
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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.

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:

   - 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.

Approved by Total Faculty Organization 4/00, 7/10
Reviewed 03/10