

**UNIVERSITY OF PITTSBURGH
SCHOOL OF NURSING**

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

TITLE OF POLICY: INDEPENDENT STUDY

ORIGINAL DATE: MAY 2000

LAST REVIEWED/REVISED: MAY 2025

POLICY: Both undergraduate and graduate students who have been admitted to and matriculated at the School of Nursing may earn independent study credits.

An independent study is a student-initiated experience planned to permit students to pursue an area of interest in nursing under the guidance and supervision 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 contact with a faculty member to discuss the feasibility of the independent study. The student should contact 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 supervise the independent study, the student should contact his or her respective academic advisor for suggestions.
3. Special permission is required to register for an independent study, by completing the “[Admission to Closed or Restricted Class Request Form](#),” which is submitted to Student Affairs. The “[Course Subtitle For Directed/Independent Study Form](#)” is submitted, also. The request must be accompanied by a written learning contract signed by the student and faculty member offering the independent study, as per the “[Independent Study Guidelines for Nursing Students](#).” The learning contract should include the following:
 - Subtitle 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
 - Signatures of student and faculty supervisor
4. A copy of the learning contract will be placed in the student’s academic record.