

**The University of Texas Health Science Center at San Antonio
SCHOOL OF NURSING**

GUIDELINES & PROCEDURES FOR GRADUATE INDEPENDENT STUDY COURSES

Purpose:

Independent Study is an option for students to extend their learning beyond that available in planned courses. Independent Study is a planned cooperative learning experience involving student and a faculty member of the student's choice.

Procedure:

- A. The student will:
1. Submit idea to faculty with whom student wishes to study in order to obtain faculty agreement to serve as instructor for the study. Faculty will ascertain student's eligibility prior to agreement.
 2. In collaboration with the Independent Study instructor, prepare the following information:
 - a. State the overall goal of the Independent Study course.
 - b. State how this course will relate to your program of study in the graduate program of The University of Texas Health Science Center at San Antonio School of Nursing.
 - c. List behaviorally stated objectives for student learning.
 - d. Give a general content outline for the course.
 3. Submit 1 copy of typed proposal to the Graduate Nursing Office which will forward it to the Committee on Graduate Studies (COGS) for approval. This copy must be signed by both student and instructor. Student is responsible for submitting copy of typed proposal to instructor.
- B. The instructor and/or the student may be invited to attend committee meeting to give input regarding Independent Study proposals.
- C. After approval, one (1) signed copy will be submitted to the appropriate administrative person by the COGS Chair.
- D. Letter of approval of the Independent Study will be sent to student along with a copy to the Independent Study instructor.
- E. Independent Study cannot be initiated until approved.

Guidelines:

- A. Time and effort involved in Independent Study should approximate that of a graduate level course offered for the same number of credits, i.e., each credit hour of Independent Study should approximate 1 hour per week spent in conference with instructor (excluding preparation, library time, etc.) or 3 hours practicum per week.
- B. Independent Study is an option after completing a minimum of 1 semester of graduate study in the School of Nursing. **NURS 5306 Advanced Theory for the Practice of Nursing and NURS 5307 Using Research for the Practice of Nursing are highly recommended prior to doing an Independent Study.**
- C. Objectives must indicate graduate level learning, going beyond comprehension for the majority of the objectives. Differentiation from undergraduate learning should be clearly stated in the proposal.
- D. Deadlines-see form for due dates.

NOTE: If COGS allows a student to take a required course as an Independent Study and the course description and objectives are the same as required course, there will be no need to follow the above guidelines. Please follow guidelines of COGS.

❖ **NOTE: The Independent Study must be approved by COGS before the Student can register for the I.S.**

❖ **Allow the committee at least five (5) working days for reviewing the requested I.S.**

Permit #: _____

Section #: _____

Class #: _____

The University of Texas Health Science Center at San Antonio
School of Nursing

NURE 5191, 5291, 5391 or 5491 - Independent Study (Graduate Course)

To Be Completed By Student:

Date: _____

Student Name: _____ Student ID Number: _____

E-Mail Address: _____ Contact Telephone Number: _____

Major: _____ Minor: _____

Semester/Year of Independent Study: _____

Number of Credit Hours (**Check One**): NURE 5191 (1 Credit); NURE 5291 (2 Credits);
 NURE 5391 (3 Credits); NURE 5491 (4 Credits)

Title of Independent Study (**Limit Title to 33 Characters, including spaces**):

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Please utilize the following outline in preparing an Independent Study Proposal to attach to this form.
Each criterion must be addressed.

- I. Goal
- II. How the Independent Study course relates to program of study
- III. Student learning objectives
- IV. Content Outline
- V. How student learning will be evaluated
- VI. Eligibility statement: That student has completed a minimum of one semester of Graduate courses at the UTHSCSA School of Nursing.

Student's signature: _____ Date: _____

Faculty's signature: _____ Date: _____

Approved by Committee on Graduate Studies (COGS):

Signature of COGS Chair: _____ Date: _____

- ❖ **DUE DATE:** Submit proposal at least five (5) working days prior to registration.
- ❖ Allow time for possible revision and resubmission of proposal, if necessary

NOTE: A letter grade will be given for this course.