

MSW Program Independent Study Proposal Form

Student's Name: _____

SBU I.D.# _____

Faculty Sponsor's Name: _____

Year of Independent Study: _____

Semester of Independent Study (**bold one**): Fall Winter Spring Summer

Number of Credits (1-3): _____

Student's Specialization (**bold one**): CPPSA FYT IH

In special circumstances and in advising consultation, students may elect to take an Independent Study. An Independent Study may be completed to fulfill an advanced practice elective requirement. An advanced practice elective focuses on a specific social work practice issue; considers a topic in depth; addresses practice, policy, and research aspects of the issue; and addresses implications for social work practice. The Independent Study needs to be in a subject area that is in concert with the School's mission and program objectives and is not covered already by the curriculum offerings. An Independent study may not replace required course work.

This Independent Study Proposal Form must be completed, submitted with a bibliography, agreed upon, and signed by the student, the member of the faculty who has agreed to sponsor the independent study, and the MSW Program Director. The student needs to register with the approved full time faculty sponsor for Independent Study (HWC 595). Students may register for 1-3 credits of independent study during their tenure in the program.

This form, the proposal description, and the bibliography need to be submitted together for approval. Please describe your Independent Study Proposal using the following headings.

- **Purpose:** explain why you want to undertake the Independent Study, your goal in pursuing it, and how it connects with your Specialization.
- **Description:** describe what you plan to explore, the main components of your independent study, and how this proposal meets criteria for an advanced practice elective.
- **Methodology:** explain how you intend to accomplish the described independent study and any relevant phases to the plan. Please note that any research methodologies that involve human subjects must be approved through the university's IRB Committee. **Will IRB approval be needed?** (check one) ☐ Yes ☐ No
- **Timetable for completion:** describe the timetable for Independent Study completion and how you will demonstrate progress throughout the Independent Study. For example, you may note target dates for completion of sections of a paper, drafts, final versions of the project, etc.
- **Resources:** describe any/all resources that will be used and how they will be used.
- **Plan for contact with faculty sponsor** (number of contact hours required: 1 credit = 15 hours; 2 credits = 30 hours; 3 credits = 45 hours): describe the plan for how you will fulfil the number of contact hours with your faculty sponsor. Please note that these are specifically contact hours; these are not the total hours spent on the independent study.
- **Tentative bibliography:** provide a tentative bibliography in APA format.

After being approved, a copy of this signed form plus attachments should be submitted to the School of Social Welfare Office of Student Services.

Student's signature

Date (month, day, year)

Faculty Sponsor's Signature

Date (month, day, year)

MSW Program Director's Name (print)

MSW Program Director's Name Signature

Date (month, day, year)

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Purpose

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Methodology

Timetable for completion

Resources

Plan for contact with faculty sponsor

Tentative Bibliography

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