

## Form 1: BSW Independent Study Proposal - Foundational Elective (3 Credits)

### COVER SHEET

**NAME:** \_\_\_\_\_ (Please Print) **Semester/Year:** \_\_\_\_\_

**I.D.#:** \_\_\_\_\_ **# of Credits:** 3 **Proposed Foundational Elective:** (This Independent Study is proposed as a Foundational Elective, providing a broad-based exposure to a topic not covered in the standard BSW curriculum.)

**Please describe your Independent Study Proposal using the following headings. Attach the description to this cover sheet.**

**I. Purpose of the Independent Study:** Explain why you want to undertake this Independent Study. What specific area or issue within social welfare will you explore? How does this topic relate to social work practice and theory? What are your learning goals for this Independent Study?

**II. Description and Foundational Relevance:** Describe the specific topics, concepts, and literature you plan to engage with. Explain how this proposal provides a *broad-based exposure* to an area or issue *not provided in the standard curriculum*. Be specific about what is not currently covered.

**III. Methodology:** Explain the learning activities and methods you will employ (e.g., readings, discussions, written assignments, presentations, etc.). Note: Foundational electives are intended to provide a broad-based exposure. Methodologies involving research with human subjects are typically not appropriate for this type of elective.

**IV. Timetable for Completion:** Provide a detailed timeline outlining key milestones and anticipated completion dates for various tasks and assignments throughout the semester (total of 45 instructional contact hours).

**V. Resources:** Describe the resources you will utilize (e.g., library databases, community organizations, specific texts, software, etc.). Include a *tentative* bibliography of key sources *developed in consultation with your faculty sponsor*. This bibliography should represent the initial readings and resources you anticipate engaging with to gain a broad-based understanding of your chosen topic.

**VI. Plan for Contact with Sponsor (45 hours required for 3 credits):** Outline your proposed schedule for meetings and communication with your faculty sponsor. Be specific about the frequency and format of these interactions.

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**Student's Signature Date**

**Faculty Sponsor's Name (Print) Faculty Sponsor's Signature and Date**

**SSW Advisor's Name (Print) SSW Advisor's Signature and Date**

**Program Director's Name (Print) Program Director's Signature and Date**

**A copy of this cover sheet plus attachments should be submitted to the School of Social Welfare Office of Student Services for the Student File.**

## Form 2: BSW Independent Study Proposal - Enrichment Elective (3 Credits)

### COVER SHEET

**NAME:** \_\_\_\_\_ (Please Print) **Semester/Year:** \_\_\_\_\_

**I.D.#:** \_\_\_\_\_ **# of Credits: 3** **Proposed Enrichment Elective:** (This Independent Study is proposed as an Enrichment Elective, focused on skills development building upon the foundational BSW curriculum. *Note: Enrollment in 400-level electives requires Senior status and completion of foundational core courses.*)

**Please describe your Independent Study Proposal using the following headings. Attach the description to this cover sheet.**

**I. Purpose of the Independent Study:** Explain why you want to undertake this Independent Study. What specific skill(s) within social work practice will you develop or enhance? How does this Independent Study build upon your prior learning in the BSW program? What are your learning goals for this Independent Study?

**II. Description and Enrichment Focus:** Describe the specific activities, projects, or areas of practice you will engage in to develop your chosen skill(s). Explain how this proposal focuses on *skills development* and why it is appropriate as an *Enrichment Elective* for a senior-level student.

**III. Methodology:** Explain the specific methods and activities you will use to develop the identified skill(s) (e.g., practice exercises, simulations, development of specific tools, in-depth case analysis, etc.). \*If your methodology involves research with human subjects, indicate whether CORIHS approval is being sought.

**IV. Timetable for Completion:** Provide a detailed timeline outlining key milestones and anticipated completion dates for various tasks and assignments throughout the semester (total of 45 instructional contact hours). Clearly indicate how skill development will be demonstrated over time.

**V. Resources:** Describe the resources you will utilize to support your skill development (e.g., specific software, training materials, expert practitioners, relevant literature, etc.). Include a *tentative* bibliography of relevant sources *developed in consultation with your faculty sponsor*. This bibliography should include foundational texts as well as resources specific to the skill(s) you aim to develop.

**VI. Plan for Contact with Sponsor (45 hours required for 3 credits):** Outline your proposed schedule for meetings and communication with your faculty sponsor. Be specific about how these interactions will support your skill development and provide feedback.

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**Student's Signature Date**

**Faculty Sponsor's Name (Print) Faculty Sponsor's Signature and Date**

**SSW Advisor's Name (Print) SSW Advisor's Signature and Date**

**Program Director's Name (Print) Program Director's Signature and Date**

**A copy of this cover sheet plus attachments should be submitted to the School of Social Welfare Office of Student Services for the Student File.**

### Form 3: Petition for Continuance of Independent Study Project (1-credit)

**Disclaimer:** Please note that this 1-credit "Continuance" is intended for the maintenance of matriculation for ongoing projects and does not fulfill any credit requirements for the Bachelor of Social Work (BSW) major.

- **Student Name and I.D.#**
- **Original Independent Study Course Title and Semester/Year**
- **Current Semester/Year**
- **# of Credits Requested:** 1
- **Rationale for Continuance:** Briefly explain the need for the 1-credit extension (e.g., ongoing data collection, completion of a final phase of the project).
- **Specific Activities for the 1-Credit Continuance:** Outline the tasks and deliverables for this additional credit (15 instructional contact hours).
- **Updated Timetable for Completion**
- **Signatures:** Student, Sponsor, Faculty Advisor, Program Director.