

UNIVERSITY OF PITTSBURGH

School of Health & Rehabilitation Sciences

PROPOSAL FOR UNDERGRADUATE INDEPENDENT STUDY

(Instructions on page 2)

Name:

Email:

Peoplesoft ID:

SHRS Program:

Subject Code:

Catalog Number:

Class Number:

Credits:

Supervising Faculty Member:

Department/School:

Objectives for Independent Study*:

Method(s) for Achieving Objectives*:

Method for Evaluating Achievement of Objectives (Determining Course Grade)*:

		<u>Grade Option (based on department):</u>
Student Signature	Date	HRS 1099 & REHSCI 1299
Supervising Faculty Member's Signature	Date	LG - Letter Grade S/U-Satisfactory or Unsatisfactory
Faculty/Program Advisor's Signature	Date	CSD 1099 & EM 1199 • LG - Letter Grade Only
Kevin Conley, PhD**	Date	ATHLTR 1899 & NUTR 1699 • H/S/U-Honors, Satisfactory or Unsatisfactory

** To obtain the signature of the Associate Dean for Undergraduate Studies, please see the administrator, in the Department of Sports Medicine and Nutrition. There is a box provided for you to leave your form for the Associate Dean to review and approve. The administrator will then send you an e-mail when your form is ready to be picked up.

Once complete, both the student and supervising faculty member should retain a copy. To receive a permission number for enrollment, a complete copy must be submitted to Student Services Coordinator, Lori Kieffer either physically at Student Services, 4th Floor, Forbes Tower or electronically via email at LAK103@pitt.edu

Undergraduate Rehab Science students should submit the form to Amy Evans.

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Independent Study provides an opportunity for the student to complete an intense, self-designed project, with faculty supervision, in an area of special interest not covered to any great extent in existing courses. A maximum of six Independent Study credits may be accepted toward meeting degree requirements in the program.

Before registering for an Independent Study, the student should:

1. Make sure the Independent Study project is consistent with the academic program projected in his/her approved Plan of Studies.
2. Develop a preliminary proposal for the Independent Study to include: (1) clearly defined objectives, and (2) the means for achieving these objectives.
3. Obtain the agreement of a faculty member to supervise the proposed Independent Study.
4. Develop, in consultation with the supervising faculty member, a final plan for completing the Independent Study to include: (1) the statements of objectives and the means for achieving them, (2) the method to be used in evaluating the completed study, and (3) the grading option to be used.
5. Determine, in consultation with the supervising faculty member, the number of academic credits to be granted upon completion of the Independent Study.
6. Obtain the required signatures. A copy should be retained by the student. Another should be retained by the faculty member supervising the study; and the final copy should be submitted to the SHRS Student Services office either physically at Student Services, 4th Floor, Forbes tower or electronically via email to Lori Kieffer at lak103@pitt.edu
 - a. Undergraduate Rehab Science students should submit the form to Amy Evans.

Enrolling in the course:

- You will receive a permission number to enroll once the completed form is submitted to Student Services (Lori Kieffer) or Amy Evans for Undergrad Rehab Science students.
- **Grading: If your course allows a grade option other than a letter grade, you must select the other grade option at time of enrollment.**
- Units: You must choose how many credits (units) your Independent Study will count for, this is determined with your supervising faculty member. The system defaults to one credit.
- On the enrollment screen, you will make the change here:

Permission Nbr	<input type="text"/>
Grading	Letter Grade <input type="button" value="v"/>
Units	3.00

Upon completion of the Independent Study, the faculty member supervising the Independent Study, using the previously determined method of evaluating the achievement of the objectives of the project, will determine the appropriate grade and complete the Grade Roster.