

FON GUIDELINES: GRADUATE-LEVEL INDEPENDENT STUDY COURSES

NURS 561 - GUIDED INDIVIDUAL STUDY IN NURSING – MN STUDENTS

A course designed for in-depth, individual study of a topic related to advanced level nursing. Learning experiences may include clinical experience.

NURS 661 - GUIDED INDIVIDUAL STUDY IN NURSING – PhD STUDENTS

A course designed for in-depth, individual study of a topic related to PhD-level nursing. Learning experiences may include clinical experience.

Policy

An independent study course may be initiated by a student to meet individual needs and/or interests. Such courses are normally considered for credit as electives and are graded on the letter grading system. Course weight and weekly instruction hours are variable, depending on the nature of the course.

Students and Supervisors should ensure that the proposed independent study project is appropriate to the designated hours and can be completed in one term since an assigned grade of IN may be detrimental to a student's applications for scholarships/research support and indeed may hamper the student's continuing progress.

Prior to preparing an application for a Guided Individual Study in Nursing, students should look for existing courses in the Faculty of Nursing, and elsewhere on the University of Alberta campus. Applications for courses that already exist will not be approved

Procedure

1. The student and *faculty member will define a topic area and the student will develop a proposal to submit for review.
2. If the faculty member is willing to provide supervision, the student and faculty member develop a course proposal (including all of the information listed below). Request a course outline template from the Graduate Office (gradnurs@ualberta.ca) to use for the proposal.
 - Cover page with the following: course title (max. 48 characters), course supervisor, a shortened version of the title (2-3 words) to appear on the student's transcript, term of offering (e.g., Fall or Winter), **course weight (normally 3 credits- see below for more info).
 - Course description – 3-4 sentences describing the overall course.
 - Course objectives (NOTE: A literature review required for the student's thesis project will not be approved as an independent study course. If a literature review not directly linked to the student's thesis is proposed, students are advised to consider an integrative literature review [e.g., see Cooper, H.M. (1989). Integrating Research: A Guide for Literature Reviews (2nd ed.). Newbury Park: Sage Publications.] or a synthesis of the current literature. Objectives must be achievable and measurable.

- Method(s) of teaching, including the frequency of student-instructor meetings
 - Method(s) of student evaluation to be used and the basis on which the grade will be assigned (e.g., term paper 65%; discussion 10%; data analysis 25%) linked to the objectives.
 - List of required readings.
 - Ethics approval, if necessary (e.g., pilot study)
 - A brief explanation as to why the student would like to complete the topic via an Independent Study (i.e. topic not covered/offered, etc)
 - Signature form (see below)
3. The proposal is then submitted the Graduate Services Office for review and approval of the Associate Dean. Please have course proposals for NURS 561/N661 into the Graduate Services Office at least three weeks prior to the start date of the term in which the course is to be taken.

SIGNATURE FORM INFORMATION

The last page of the proposal must contain the signature of the student and course supervisor (see sample format below). Original copy of signature form must accompany the proposal when submitted – no photocopy or scanned copies are permitted.

**Faculty members considered eligible to supervise a NURS 561/661 course would normally meet the following criteria:*

- (a) have experience in teaching graduate-level courses;*
- (b) have experience as a graduate student Supervisory Committee member; and*
- (c) be active in a well-defined area of scholarship which encompasses the course topic.*

*** Course weight (normally 3 credits). If a clinical component is included, the course weight may be increased to 4 (Note: 6 hrs/wk clinical normally = 1 course weight)*

SAMPLE OF SIGNATURE PAGE

<p>Guided Individual Study Proposal Approval NURS 561 / 661</p> <p>The undersigned certify that they have read and approve the NURS [###] proposal entitled [INSERT TITLE] submitted by [INSERT STUDENT NAME] for [INSERT TERM]</p> <p>[Student Name] x_____</p> <p>[Course Supervisor's Name] x_____</p>
