



## Independent Study Guidelines and Examples

The supervisor of an independent study or field experience is required to be an HGSE faculty member with the title “Adjunct Lecturer,” “Lecturer,” “Senior Lecturer,” “Member of the Faculty,” or any level of “Professor.” A full-time student is limited to a maximum of 4 credits of Independent Study (S999) or Field Experience (S997) per semester. A part-time student is limited to a maximum of 4 credits of independent study or field experience per year. A maximum of 4 Independent Study credits may be taken with the same faculty member. No more than 8 credits of independent study, field experience, or combination thereof may be applied to degree requirements. Independent studies and field experiences cannot be used to satisfy substantive program requirements.

### Requirements for all independent studies:

- A clearly defined project that is aligned with a faculty research area.
- A weekly time commitment to the project by the student.
  - At minimum, an average of 8 hours per week for 4 credits
  - At minimum, an average of 4 hours per week for 2 credits (8 hours per week if the project will take place over half a semester)
- Regular meetings between the student and the faculty member (every other week is recommended)
- A mutually agreed-upon means of demonstrating acquired skills and knowledge to be assessed by the faculty member. (See examples below.)
- All research involving human subjects should be checked for adherence to IRB approval requirements.

### **4 credits: Four-credit independent studies may take a variety of forms (e.g. collecting or analyzing data, creating curriculum, or reviewing current research literature.)**

#### **Example One**

**Topic:** Racial and Economic Inequality and Educational Outcomes

**Time commitment and example work:** 96 hours: Eight hours per week of reading and summarizing a set of articles or books related to the effects of racial and economic segregation of schools on student outcomes. The summaries will become part of an annotated bibliography.

**Work to be evaluated:** Literature review and research proposal

#### **Example Two**

**Topic:** Writing about Educational Practice

**Time Commitment and example work:** 96 hours: Drafting and revising for approximately 90-120 minutes a day, 5-6 times per week – approximately 8-10 hours per week

**Work to be evaluated:** 4-6 long form articles ready for submission to publications by the end of the semester

### **2 credits: Two-credit independent studies share many of the characteristics of four-credit independent studies but are smaller in scope.**

#### **Example One**

**Topic:** Learning how to teach traditional Chinese poems through exploratory learning to students with diverse backgrounds

**Time commitment and example work:** 48 hours: 24 hours of reading, writing and course prep, eight 90-minute teaching sessions, six two-hour meetings with faculty member and teaching fellows to debrief teaching sessions and receive feedback

**Work to be evaluated:** Eight written field work reports, participation in discussions, oral presentation

#### **Example Two**

**Topic:** Moving and Organization Toward a Deliberately Developmental Model

**Time commitment and example work:** 48 hours: Four hours per week interviewing leaders and consultants, reading related literature, and creating a presentation for clients interested in creating a Deliberately Developmental Organization

**Work to be evaluated:** A presentation and resource packet for a potential client