



## Independent Study (SASS 598) / Independent Research Practicum (SASS 536) Agreement

This form must be completed whenever a student arranges with an instructor to do an Independent Study (SASS 598) or an Independent Research Practicum (SASS 536). These courses allow the student to tailor a program of study (SASS 598) or applied research (SASS 536) to a specific issue relevant to social work. The nature of the independent study/research project, assignments, and readings are to be agreed upon by the instructor and the student. In order for a student to take an Individual Research Practicum (SASS 536), the student must have (1) completed the generalist curriculum or equivalent and (2) plan to be involved in an active role on an applied research project in order to satisfy the requirement for an advanced research elective.

It is the responsibility of the student to complete this form, have it signed by the instructor, and to return it to the Registrar, Office of Student Services, by email ([msassreg@case.edu](mailto:msassreg@case.edu)) prior to registration. **No credit will be given for the course and it will not appear on the student's transcript, unless this form is completed.**

### AGREEMENT

\_\_\_\_\_ has agreed to work with  
*Instructor's Name*

\_\_\_\_\_ ( \_\_\_\_\_ ) on  
*Student's Name (Student ID Number)*

Select 1 course below

- SASS 598 – Independent Study  
 SASS 536 – Independent Research Practicum

during the  Fall  Spring  Summer semester of \_\_\_\_\_  
*Choose one semester Year*

for \_\_\_\_\_ credit hours.

### PLAN

Topic to be focused on: \_\_\_\_\_

#### Proposal

Attach your proposal to this form using the format outlined in the *Policy on Independent Study Courses (SASS 598) and Independent Research Practicum (SASS 536)*.

### SIGNATURES

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instructor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Jack, Joseph and Morton Mandel School of Applied Social Science  
Case Western Reserve University  
Curriculum Committee**

**Policy on Independent Study Courses (SASS 598) and Independent Research Practicum (SASS 536)**

SASS 598 and SASS 536 courses are intended to allow students to study topics not covered or covered briefly in established courses or provide students with applied research experience. SASS 598 and SASS 536 cannot be used to substitute for courses already in the MSASS curriculum. The proposed policy is intended to provide a guideline for faculty and students interested in pursuing SASS 598 and SASS 536.

1. Students interested in pursuing SASS 598 or SASS 536 will enlist the cooperation of a full-time faculty member at the Jack, Joseph and Morton Mandel School of Applied Social Sciences.

2. Students interested in pursuing SASS 598 or SASS 536 will develop a brief proposal which includes the following:

**A. Purpose of the Course**

The student should provide a statement of the overall purpose and a rationale supporting the fact that the content to be studied is not available in the MSASS curriculum.

**B. Educational Objectives**

What are the educational objectives of the course? What CSWE/Mandel Leadership competencies will this course address?

**C. Educational Activities**

What will be the activities of the course? How will the educational objectives be met?

For SASS 536, which of the following research activities will you be engaged in?

- Participate in the development of data collection instruments
- Assist in data collection
- Develop coding categories or code data
- Manage a dataset (e.g., clean, merge and check the accuracy of a dataset)
- Conduct statistical analyses
- Conduct/review/summarize literature
- Assist in writing grant applications
- Assist in writing project reports
- Co-author manuscript to be submitted for publication as journal article or book chapter
- Review and provide feedback on manuscripts in preparation
- Submit an abstract for presentation at a conference
- Co-present a paper or poster at a research conference
- Attend a research conference
- Participate in research team meetings or meetings with research collaborators
- Prepare materials for conference and/or community presentations
- Other (please describe)

**D. Products of the course**

What will be the product(s) of the course?

**E. Resources**

What educational resources will be needed?

**F. Timeline**

What is the time line of the activities outlined in the educational plan?

3. The student and the faculty member will both review and revise the proposal.

4. The student and the faculty member will both sign the proposal.

5. The student will email the signed proposal to the Registrar ([msassreg@case.edu](mailto:msassreg@case.edu)) prior to registration.

*Passed by the MSASS faculty December 1993. Revised November 2020.*