MEDEDU 2085 Independent Study Guidelines and Proposal Form

For Master of Science and Certificate in Medical Education students. An independent study is designed by the student to pursue an area of study within medical education that is (1) not covered by other established courses and (2) necessary for a student’s academic development. It cannot be used to replace required or core courses and students must provide a compelling reason for proposing the course of study. The student will complete the independent study form, and the faculty preceptor and Director of Academic Programs must approve it. An independent study project may carry 1-2 graduate credits for Master of Science students and 1 credit for Certificate students, assigned at the Director and Assistant Director of Academic Programs’ discretion based on the proposal.

When considering pursuit of an Independent Study, it is important to consider the following:

- The area of special interest forming the basis of the Independent Study is not covered to any great extent in existing ICRE courses.
- Students may not register for more than two Independent Studies during one academic term.
- MS students may register for 1-2 credits of independent study over the course of their degree and Certificate students may register for 1 credit total.
- Please remember that the opportunity to explore independent study for credit is a privilege. Also, be aware that the student may be expected to do this work with much less instructor supervision than is customary for a standard course.
- A minimum of 32 hours of work-time on the part of the student is required for each credit of Independent Study.
- There must be defined deliverables which are due at the conclusion of the Independent Study. The deliverables should align with the nature of the proposed Independent Study.
- Students who wish to take an Independent Study should begin the process well in advance of registration (at least 30 days) since published ICRE enrollment deadlines apply to these courses.
- Proposed Independent Studies must be approved by both the faculty sponsor and Program Director and/or Program Assistant Director.
- Students are recommended to enroll for Independent Study with start and end dates that align with Pitt academic terms.

Example timelines for submitting independent study:

- Fall term ICRE enrollment deadline is March 22nd – Independent Study proposal due by Feb. 20th
- Spring term ICRE enrollment deadline is Nov. 21st - Independent Study proposal due by Oct. 22nd
- Summer term ICRE enrollment deadline is Feb. 11th – Independent Study proposal due by Jan. 12th
INSTITUTE FOR CLINICAL RESEARCH EDUCATION
PROPOSAL FOR INDEPENDENT STUDY (MEDEDU 2085)

Name: 
PeopleSoft ID: 

Term: 
Pitt faculty sponsor: 

Sponsor faculty email address: 
Department of sponsor faculty: 

Other participating faculty (if applicable):
1. 
2. 

Title of directed study: 

How will this proposal fill a gap in current ICRE course offerings?

Credit(s):
Range: 1-2 for MS students, 1 for Certificate Students; 32 hours of work per credit

Identify how each 32 hours of work/credit hour will be accounted for:

Learning objectives (Please be as specific as possible):
1. 
2. 
3. 
4. 

Timeline
Start date:
*End date:

*Note: It is recommended that your independent study concludes at least 2 weeks prior to the last day of the term. This allows time for your sponsor faculty to evaluate your performance in the directed study and submit a grade to ICRE administrators. Term dates can be found on the Pitt Registrar website.
Description of assignments and corresponding deliverables (literature review, problem sets, project development proposal, etc.)

1. 

2. 

3. 

4. 

Signatures

_________________________________________  _______________________________________
Student                                      Faculty Sponsor

Dr. Carla Spagnoletti, Medical Education Program Director, or

Dr. Sarah Merriam, Medical Education Program Assistant Director

Questions about Independent Study should be sent to Juliana Tambellini jmt109@pitt.edu