

BRESCIA SCHOOL OF FOOD AND NUTRITIONAL SCIENCES INDEPENDENT STUDY APPLICATION

Year 3 or 4 Honours Program - Family Studies & Human Development

Family Studies and Human Development 4455A/B

Enrolled in Year 3 or 4 Honours Degree

Student Name:

Student Number:

UWO E-mail address:

Proposal of Study:

a) the aims/objectives of your proposal:

b) the proposed investigative method(s) you will be using:

c) the anticipated final product

Evaluation Process:

a) what will be evaluated:

b) the method of evaluation:

c) the proposed schedule of evaluations:

d) the weighting of evaluations:

Date by which 15% of the grade will be returned to the student (prior to drop deadline date):

Proposed weekly timetable of meetings, due dates for assignments, evaluations, etc.

Instructor's name

Instructor's signature

Student's signature

Undergraduate Chair's signature

Date

GUIDELINES for Foods and Nutritional Sciences Independent Study Courses

Guiding Principles

The Independent Study course is designed to afford a 3rd or 4th year Honours Program student an opportunity to explore in more depth or detail an area to which the student has been introduced in a previous course or, which has not been part of the curriculum but has been mentioned by an instructor or which the student came across during library research or other learning experiences. The intended project must include objectives at the application, analysis and/or synthesis level to be congruent with the expectations of the undergraduate degree. Guidance by a faculty member is required.

Procedure for Proposal Approval

It is the responsibility of the student to develop the initial Independent Study proposal and then discuss the proposal with an interested faculty member. If the faculty member agrees to supervise the Independent Study course, the student will submit a revised Independent Study Proposal to the supervising faculty member that outlines the objectives, rationale, methods of pursuit of the objectives, and the criteria for evaluation agreed upon by the student and faculty member.

After acquiring the approval signature of the supervising faculty member, the student must submit the form to the Undergraduate Office for approval from the Undergraduate Chair. If approved, the student must formally add the course.

Where a student plans to complete two Independent Study courses in a given year, the topics selected must be quite separate and distinct.

Proposals for Independent Study courses will be considered until three days before the deadline for adding a course in September and January.

Faculty Supervision

The frequency of contact is a function of the needs of both the student and the faculty member. The purpose of the contact is to facilitate the student's learning, as well as to keep the faculty member informed of the progress.

Course Weight

Every effort must be made by the supervising faculty member to ensure a balance between this type of educational experience and that derived from a normal one-term theory course. This balance may be achieved by setting firm deadlines for written assignments, arranging regularly scheduled meetings, etc. Students should have spelled out for them clearly, what is expected of them and the method(s) by which their work will be evaluated. It is the responsibility of the supervising faculty member to ensure that the scope of the project is such that it can be concluded in one term.

Evaluation of Student Learning

Fifteen percent of the student's grade must be returned 3 days prior to the drop deadline date.

It is mandatory that a typed report be submitted by the student to the supervising faculty member once the project has been completed. The report must be in a format deemed acceptable as a scholarly paper in either the socio-cultural or bioscience realms.

A clean copy of the report must be emailed to the Administrative Assistant in the Undergraduate Office. The final grade for the Independent Study will not be forwarded to the Registrar's Office until the copy of the report is submitted.

Evaluation Deadline

The final grade for an Independent Study is due in the Undergraduate Office seven (7) days after the last day of classes in a given term.

Sample Evaluation Form

- 1. a page indicating the evaluation process including: a) what will be evaluated , b) the proposed method of evaluation, c) the proposed schedule for evaluation(s), d) the weighting of evaluation(s).**

Final Mark will be evaluated as per the guideline below:

Creation of research question using PICO format10%

Due: Last day to add a course

Literature search to identify relevant sources15%

- Outline of search headings and techniques/databases used
- Roughly 30 references

Due: Two weeks prior to drop deadline date

Final Paper75%

- The report must be in a format deemed acceptable as a scholarly paper in either the socio-cultural or the bioscience realms.
- Properly formatted
- Total of roughly 30 pages
- Content, Style, Organization and interpretation each (25% of paper mark)

Due: Last day of classes

- 2. a proposed weekly timetable of meetings, due dates for assignments, evaluations etc.**

- Meeting Thursday September 14th
 - Review process
 - Discuss topic
 - Review expectations re time (~5-10 hrs a week)
- Expected frequency of meetings
 - Biweekly during literature search period
 - As needed during writing period.
- Due dates as above

GUIDELINES

Developing the Independent Study Proposal

The student and supervisor will benefit from having specific and realistic goals that both have agreed to. A discussion of the following will help clarify expectations surrounding the Independent Study and illuminate the details of what specifically is to be done and by when. The list is not exclusive.

How often will the student and supervisor meet and where?

- will the student be assigned discussion topics?

If there is to be a library search or review of the literature:

- what will be the evidence of this work and when?
- in what form will the material be presented to you and when?
- how much weight will this have in the evaluation process?

What are the expectations for the inclusion of original ideas and written materials in the study?

What is the expectation for including material from other courses?

Will the form of the final product deviate from the format deemed acceptable as a scholarly paper in either the socio-cultural or bioscience realms? If so, what will be the form (paper, article, manual, power point presentation etc.) and how will you justify the alternate format?

- do you expect an outline or proposed index?
- are there deadlines for particular sections?
- will there be a rough copy before the final copy?
- what is the evaluation weight of each?

Summarize the basis for your evaluation (s), what will be evaluated, when and where.

A tentative or suggested weekly timetable will help in setting goals, assignments and deadlines for both the student and supervisor.