

Proposal Form for a PhD Independent Study Course  
College of Information Science & Technology University  
of Nebraska at Omaha

This proposal must be completed by any student wanting to enroll for independent study. The proposal must be submitted by email to the Doctoral Program Committee (DPC) chair and approved by the DPC *before* the student registers for the course. The proposal must be submitted in a timely manner to ensure the evaluation result is reported to the student by the next semester. No proposal will be accepted once the new semester officially begins.

Student's name (Print):

NU ID:  Phone (Optional):

Course name: **Independent Study** Course Number:  **CIST 9980**  **BMI 9980**

Number of Credit Hours:

Title of independent study:

Faculty member supervising the study

(Print): Student:   
Signature

Date

Supervising faculty   
(read & agree to the proposal) Signature

Date

To be completed by the Doctoral Program Committee:

Current date proposal received:

Doctoral program committee action:  Approved  Disapproved

Date :

Please attach this cover sheet to the proposal. The proposal guidelines are included in the form.

## **Proposal guidelines:**

The proposal **MUST** contain at least the following sections:

1. *Title of the study*
2. *Abstract*
3. *Description of the study* (maximum 2 pages, excluding references if any) - It is important to include sufficient and in depth information to justify the study as a PhD level course, i.e. demonstrate how the study will make a scientific contribution.
4. *Expected results & outcome* (maximum 1 page) - Although such information might be implicitly embedded in the description, it is important to directly define the expected quantitative and/or qualitative results, and how these results lead to the outcomes (e.g. their relevance to your overall domain of study, your dissertation topic, or the relevance to the solution of a larger challenge).
5. *Method of evaluation* (maximum 1 page) - In consultation with the supervising faculty, the student should list the specific requirements to be met and the method of evaluation that will be used.
6. *Timetable* (maximum 1 page) - Include the timetable toward the completion of the study. The timetable may extend beyond a single semester if agreeable by the supervising faculty and approved by the DPC.

## **Evaluation process by the doctoral program committee:**

The DPC will evaluate each proposal on its merits as PhD-level independent study. The committee's recommendation will be forwarded to the student and the supervising faculty. If the proposal is not approved but the committee believes in its merits, the student has one week to address the committee concerns and resubmit the proposal for a final evaluation.

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