Objective
The special studies course will provide a student with either an opportunity to study a social work topic that is not included in the school’s regular curriculum, or to examine a specific social work topic in greater depth than is facilitated by the school’s regular curriculum.

Expectation
A student who enrolls in a special studies course should expect to dedicate 135 hours of work, plus three hours of instructor conference time, for each credit hour awarded. The special studies project will include a final project report and an appropriate evaluation. The special studies project should be completed at the end of the semester in which the student is enrolled.

Permission
Course prerequisite: SOWK 8190 (Research and Computer Applications)

Prior to completing this form and enrolling in the course, the student must first consult with his/her academic advisor and the Director of the School. The Director will advise the student regarding the appropriateness of the initial study topic and selection of an appropriate faculty research mentor.

Faculty who wish to tutor more than one student, or multiple special studies projects in the same semester must obtain special permission from the Director.
Enrollment
Prior to enrolling in a special studies course, the attached *Application for Special Studies* must be completely filled out and signed by all parties.

- The original document with signatures is given to the school’s Program and Project Coordinator.
- A copy of the completed form is retained by the student and the Project Supervisor/Faculty research mentor.
- It is the student’s responsibility to enroll in this course.

Grading
The basis for grading is specified in the course syllabus and reflective of the student’s planning to complete the project. Upon completion of the project, the faculty research mentor will recommend a grade to the Director. The Director will post the final grade.
APPLICATION for SPECIAL STUDIES

Please write legibly.

Faculty Research Mentor

Student Name

NU ID

UNO Email

Phone

Semester and Year

Number of Credit Hours

Project Start Date

Project Completion Date

Research topic:

For publication in what journal:
Specific Project Activities
(135 hours minimum = 3 credit hours)

Proposal preparation (hours _________)
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

IRB approval (hours _________)
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
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____________________________________________________________________

Data collection (hours _________)
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
Data analysis (*hours _________*)
_______________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________

Article for publication (*hours _________*)
_______________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
Faculty research mentor’s method of observation and evaluation

____________________________________________________________________
____________________________________________________________________
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____________________________________________________________________
____________________________________________________________________

Student

______________________________   ________________________________   _____
  print name                 sign name           date

Faculty Research Mentor

______________________________   ________________________________   _____
  print name                 sign name           date

School Director

______________________________   ________________________________   _____
  print name                 sign name           date