

# Case Western Reserve University Mandel Center for Nonprofit Organizations

## INDEPENDENT STUDY AGREEMENT

This form must be completed whenever a student makes arrangements with an instructor to do an Independent Study. It is the responsibility of the student to complete this form and a study plan, have it signed by the instructor, then deliver it to the Mandel Center's Executive Director for consideration and approval.

No credit will be given for the course and it will not appear on the student's transcript, unless this form and an accompanying study plan are completed.

\_\_\_\_\_ has agreed  
*Instructor's Name*

to work with \_\_\_\_\_ on MAND 501  
*Student's Name & ID Number*

Independent Study Course during (*Please ✓ one*):

Fall  Spring  Summer, \_\_\_\_\_

for \_\_\_\_ credit hours. *Year*

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

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Instructor's Signature Date

\_\_\_\_\_  
Executive Director Signature Date

Please Submit With Your Completed Study Plan And Registration Form  
**Mandel Center for Nonprofit Organizations**  
Case Western Reserve University  
Curriculum Committee  
Policy on Independent Study Courses (MAND 501)

Independent study courses are intended to allow students to study topics not covered or covered briefly in established courses. These courses cannot be used to substitute for courses already in the MAND curriculum. The proposed policy is intended to provide a guideline for faculty and students interested in pursuing Independent Study courses.

1. Students interested in pursuing MAND 501 will enlist the cooperation of a faculty member at the Mandel Center for Nonprofit Organizations.
2. Students interested in pursuing MAND 501 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 MAND curriculum.
  - B. Educational Objectives  
What are the educational objectives of the course?
  - C. Educational Activities  
What will be the activities of the course? How will the educational objectives be met?
  - 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 present the signed proposal to the Mandel Center Executive Director for consideration and approval prior to registration.