

MBA INDEPENDENT STUDY

Instructions: To be eligible for an Independent Study, you must have completed at least 21 credits in the MBA program with a minimum GPA of 3.50.

1. Select a general topic.
2. Find a graduate faculty member who is willing to direct the independent study. Discuss the feasibility and requirements of the project with the faculty member.
3. PRIOR to registration, submit an Independent Study proposal to the instructor.
4. An approved proposal must be on file prior to enrollment. Attach a written proposal for the independent study project. Include a statement of the topic, expected activities and method(s) of evaluation. Secure the signatures of approval from the proposed instructor and department chair (see below). Submit the project proposal to the Director.
5. A copy of the completed project must be on file in the MBA Director's Office before a grade will be issued.

Name \_\_\_\_\_ ID # \_\_\_\_\_

Address \_\_\_\_\_

Semester \_\_\_\_\_ GPA \_\_\_\_\_

Course _____	Credits (1-3) _____	# Credits Completed in MBA _____
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List graduate courses completed in the MBA program:

_____	_____	_____	_____
_____	_____	_____	_____

Approved:

Instructor \_\_\_\_\_ Date \_\_\_\_\_

Dept. Chair \_\_\_\_\_ Date \_\_\_\_\_

MBA Director \_\_\_\_\_ Date \_\_\_\_\_  
(138 Wimberly Hall)

### Contents of the MBA Independent Study Proposal

The guiding principle for a good Independent Study Proposal is that you must have a serious question, issue, or problem in mind worthy of careful, thorough research and that the number of hours expended to complete the proposal must correspond to the approximate number of hours that would be expended in a normal class of similar number of credits.

The written proposal should include:

- (a) A clear statement of the aims of the independent study and why it is a worthy and/or interesting topic.
- (b) An outline of the research background of the topic, giving an overview of some current findings in the area, with references. From this background material it should be clear to a reader what the independent study is, and what theory, questions (hypotheses), or subject matter you wish to investigate.
- (c) The methods you intend to apply to the independent study proposal. For examples, how you will collect your data, who might be the appropriate respondents, whether you will use an established data base, case studies, experimental methods, questionnaires, etc. It should be clear to a reader the methodology to be used, its source, and its appropriateness for the purpose of investigation.
- (d) A brief summary.
- (e) A list of readings and/or references for your proposal.
- (f) Description of research output including as estimate of the number of pages of written output.
- (g) Estimate of hours of work broken down by task. For example, background research, data analysis, drafting, and data collection.

***The proposal should be around two-three pages and single-spaced, including a list of work cited.*** It is likely that, in the process of conducting your research, details of the outline will be adjusted.