

Healthcare Administration Honors Program Proposal

The student, in consultation with his or her adviser, must prepare a 4-6 page proposal for a two-semester independent study. The proposal must be approved by the faculty adviser, whose signature on the cover sheet indicates the document has been evaluated in light of the required components below and satisfactorily addresses them.

The proposal should be summarized in a 100-150 word abstract on the cover sheet. The body of the proposal essentially should expand on the abstract by providing more detail. It should contain the following elements:

- 1) Title of the proposed study
- 2) Rationale (reason(s) for the study) – Why is the directed or independent study being undertaken? A detailed description should be provided of specifically what the student hopes to gain from it and how it fits within the major course of study and student's intended academic and career plans.
- 3) Scope (and associated readings) – Include information concerning the modes of inquiry the student will use (i.e., primary research, secondary research, field research, service learning, etc.) and reference sources which will be utilized in the form of a full bibliography.
- 4) Plan of study – Include all assignments, presentations, deliverables and approximate timetable for the project.
- 5) Procedure of Evaluation – Include minimum of three specific goals or outcomes as well as the means of assessment of these goals.

The cover sheet and the proposal should be submitted to the departmental honors committee for its approval no later than April 15, if the project is to begin in the fall semester, or November 15, if the project is to begin in the spring semester.

Once the honors committee approves the proposal, the student should sign up for independent study with the project adviser.