The Ohio State University College of Nursing MS in Nursing Program
Individual Study Request

Students may request to take an Individual Study with an OSU instructor during their program. These courses are focused on a specific subject, and are a one-to-one course with the instructor.

The instructor can be from Nursing or outside of Nursing. The Beacon form is only required for Nursing students studying with Nursing instructors, but the outline can be utilized with students and faculty outside of Nursing as a guide.

The Individual Studies form serves as a syllabus for the course, clarifying the objectives, expectations, and evaluation criteria. Prior to the submission of the form, the instructor and student will use email to determine the course information. Once the objectives, expectations, and evaluation criteria are agreed-upon, the student will submit the petition in Beacon.

### Course Numbers:
- NUR 5193 - Graduate student remediation
- NUR 7193 - MS in Nursing students
- HCINNOV 7193 - MHI students
- NUR 8193 - PhD students
- NRSPRCT 8193 - DNP students

The Individual Studies petition requires the approval of the 1) Instructor; 2) College Registrar; and 3) Graduate Program Manager. Courses are graded S/U.

### Deadline:
- Students requesting an Individual Studies course must submit the Beacon petition two weeks prior to the first day of the semester or session.
- Note: The class must be set up by the College Registrar prior to enrollment. For support reach out to the College Registrar or the Graduate Program Manager.

### Steps:
1. Contact the faculty with whom you would like to request an Individual Study.
2. Determine the following information together over email:
   a. Semester and year
   b. Full semester, Session 1 or Session 2 course
   c. Number of credits
   d. Course number
   e. Instructor
   f. List the objectives of the course. Example: To describe efficacious nursing interventions for reducing pain and fatigue in cancer patients
g. List the conditions under which objectives will be met. Example: The instructor will provide an initial list of readings that the student will supplement with a separate review of the readings.

h. List the criteria and timelines for evaluation of performance. Example: By [date] the student will submit a literature summary table and a 10-page paper that describes efficacious nursing.

3. Initiate the online petition form and complete the required information.
4. Submit all petition materials via https://beacon.nursing.osu.edu two weeks prior to the first day of the session or semester.
   a. The Graduate Program Manager will enroll you in the course once approved by the MS Director and Instructor.

Students will follow these steps to access and complete an electronic form or petition:

1. Visit the Beacon webpage: https://beacon.nursing.osu.edu
2. Log into the Beacon with name.# and password
3. Click on the “Forms” icon to select the appropriate form
4. Complete all required fields. The form cannot be submitted for approval unless all fields are complete