

IRE395H1 Independent Study Application Form – Fall 2022 & Winter 2023

Independent study under the direction of a faculty member from the Centre for Industrial Relations and Human Resources. It is the responsibility of the student to propose an independent study topic, and obtain the agreement of an instructor who is willing to supervise the project.

Prerequisites:

1. IRE244H1, IRE260H1 and 1.0 IRE300 level Industrial Relations and Human Resources full course equivalent (FCE); A CGPA of at least 2.5
2. Approval of the Undergraduate Program Coordinator is required
3. Approval of the Research Ethics Board (if applicable)

What is an Independent Study Course & how do I request enrolment?

Enrolment is limited to students in the IRHR program. Students are not entitled to take more than 1.0 full course equivalent IRE395H1 course. You must find an IRHR Faculty member willing to supervise your work in IRE395H1. The work cannot duplicate material that is covered in an existing lecture. You are not allowed to recycle work completed for another course for credit in IRE395H1 – reusing work constitutes an academic offence and will be reported to the Office of Academic Integrity.

If you have found a Faculty member willing to supervise your proposal you must complete this form with the help of your supervisor. A detailed description of your proposal is required. Students requesting enrolment in IRE395H1 are advised to select an alternative course until the status of their enrolment is confirmed. Results are communicated to the student via email. Approved proposals will be added on the student's academic record on ACORN by the IRHR Program Office.

Research Ethics Approval:

Any research conducted on human subjects at U of T requires Research Ethics approval; and research conducted on students requires the additional approval of the office of the Vice-Provost, Students. This is non negotiable. Students wishing to conduct a IRE395H1 course that includes research on human subjects must initiate the process at least 8 weeks before the start of classes. For detailed Information, including REB meeting dates, see:

<http://www.research.utoronto.ca/faculty-and-staff/research-ethics-and-protections/humans-in-research/>

Application Due Date:

The IRE395H1 form and the research ethics approval confirmation letter (if required) is due no later than one week before the start of classes.

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Student Name:	
Student Id#:	
UTOR email:	
	(only UTOR email addresses will be used to communicate with the student)

Section 2

Section 2					Arts and Science Regulations:			
(√) Select one	Course Code	Section	Schedule	Weight	Last day to cancel	Return one graded assignment worth at least...	Unless other dates are stipulated all term must be handed in by due:	Final grade must be reported to the Program Office:
	IRE395H1	F	Sept 8 – Dec 7	0.5	Nov 16	10% by Nov 8	Dec 7	Dec 16
	IRE395H1	S	Jan 9 – April 6	0.5	Mar 19	10% by March 12	April 6	April 17

To be completed by the Supervisor:	
Name of Faculty Supervisor:	
Project Title (this will appear on the student’s academic transcript):	Keep title brief and succinct.
Description of study:	Description to be completed by supervisor and student on a separate document and handed in with this form. Description must include work components (weighting, due dates) and schedule of meetings between supervisor and student. This information is mandatory.
Does this study include any research on human subjects?	<input type="checkbox"/> Yes. Please submit a copy of the Research Ethics Approval letter with this form. <input type="checkbox"/> No.

Student’s Signature & date:	
Faculty’s Signature & date:	

What next?

Give one copy of the completed proposal to your supervisor, keep the other for your own records and email a copy (+ REB approval letter, if applicable) to the Undergraduate Program Coordinator, who will contact you via email to confirm the status of your request.

IRHR Undergraduate Program Coordinator
 IRHR Program Office, Woodsworth College, Room 236
 irhr@utoronto.ca