Welcome and Overview

This course proposal is the first step in the development of a Praxis Independent Study course. By submitting a course proposal, you are acknowledging your interest in pursuing a Praxis Independent Study course for next semester and are agreeing to actively engage with the course development process through its completion or until the time when you determine you no longer want to pursue a Praxis Independent Study course.

Bryn Mawr College welcomes full participation of individuals with disabilities in all aspects of campus life. Students who currently receive accommodations on campus due to a physical, psychological, learning or medical condition and/or who believe they might need accommodations for any aspect of their Praxis course are strongly advised to contact Access Services prior to the proposal deadline (Friday, April 23) to discuss anticipated needs. This is important in order to ensure that you have an equal opportunity to participate.

Please call 610-526-7516 to make an appointment with Deb Alder, the Director of Access Services, to discuss your anticipated needs or any related questions you have.

IMPORTANT INFORMATION to keep in mind as you get started...

Primary Components of a PIS Course:

- Students must be available to work 8-10 hours each week throughout the semester at their field site. The 8-10 hours does not include travel time to and from the field site and is generally done in either a single 8-10 hour work day or split over the course of 2 days, 4-5 hours each day.
- Students also participate in individual (usually weekly or bi-weekly) meetings with a faculty member who agrees to supervise the course to address specific academic learning objectives.
finalized through the learning plan process. The purpose of these meetings is to discuss pre-determined assignments (readings, papers, etc.), further explore intersections of academic content and fieldwork, and reflect on the field experience in the context of an academic discipline or scholarship more generally.

• Students will also participate in a guided group orientation, online reflection through discussion forums, ongoing written and verbal feedback processes (through surveys and field site visits), and a final poster presentation facilitated by Praxis Program staff.

Before Beginning...

*This form will take about 40-60 minutes to complete. If you have your information prepared, it will take less time. Please familiarize yourself with the word version ([F21 PIS Course Proposal Form](#)) of the form before completing the online form.*

You will notice as you input information to your form, that there is no "Save" button. The survey is set to automatically save your work. If you find that you need to stop working on the form before it is completed, you can simply stop where you are and logout. As long as you use the same computer and browser the next time you visit the form, your progress will be saved. Save and Continue works by placing a cookie on your browser keeping track of your progress. If you need to save and continue, you may need to enable cookies. Once you begin this form, you will have two weeks to complete it before having to restart a new form.

Please respond to each question as thoroughly as possible, using clear and concrete descriptions. The information you provide will frame conversations about your plans going forward and should be based on discussions with your Major Advisor, Academic Dean, Praxis Program staff, potential Faculty Advisors for your course and Field Sites/Field Site Supervisors. Should you decide, after submitting this proposal, that you no longer want to develop a Praxis Independent Study course for the following semester, please contact the Praxis Program as soon as possible.

*We are currently accepting PIS Course Proposals for Fall 2021. Please submit your proposal no later than Friday, April 23 at 5:00 PM.*

Please provide your information.

Last Name
Nationality (optional)

International Student
Domestic Student

Course Topic

Planning

What is your motivation for developing this course now? How will it fit in or add to your studies at Bryn Mawr? (250 words)

Praxis Independent Study requires that you spend 8-10 hours a week at the field site. Sometimes students work 8 hours, one day per week. Most students work 4-5 hours two days per week. If you consider the amount of time it takes to travel to the field site, you are likely to need two 5-6 hour blocks of time in your weekly schedule.
There are some organizations who may post opportunities that require more time than our courses specify. While you are not restricted from applying to these opportunities, please understand that if offered a position, the organization will expect you to be available for the time commitments posted unless otherwise negotiated prior to accepting the offer. Should you have further questions about how opportunities requiring additional time might impact your fieldwork search, please contact Praxis Program staff members directly.

How do you anticipate Praxis fieldwork fitting in your schedule next semester? Please provide a brief plan for how you will fit a Praxis Independent Study course in your schedule for the upcoming semester based on your pre-registration selections, work schedule, club schedule, athletic schedule, study time, etc. What might your schedule look like? What challenges come to mind?

Preparing to meet with a potential Faculty Advisor for your Praxis course

Praxis Independent Study course development involves concurrent discussions with CCEC staff, potential course Faculty Advisors, Major Advisors and Deans, and potential Field Sites/Field Site Supervisors. While the questions below are ultimately part of the end product of this course proposal, preparing your responses to them in advance of a meeting with a potential course Faculty Advisor will help you to organize your thinking about your course and help faculty members to understand your interest in working with them in particular.

Thoroughly answering these questions sets you up for more efficient and productive meetings with potential Faculty Advisors for your course and prepares you for outreach and interviews with potential Field Sites/Field Supervisors, and ultimately helps you to develop a comprehensive and clear outline for completing the Learning Plan, your Praxis course document.

We recognize that it may be difficult to answer these questions because you do not yet know what your field site may be. If you find you are unfamiliar with the landscape of organizations related to your topic/field of interest, schedule an appointment with a Career Counselor in the Career & Civic
Engagement Center to complete an internship search, drop in for Career Peer hours, visit the online Civic Engagement Directory of Local Non-Profit Organizations, and talk with friends, Major Advisors, other faculty, and Deans about your interests to learn more about what they know or with whom they have worked.

How are your strengths and talents likely to be useful to the sponsoring organization? (250-500 words)

How might the field placement inform your own learning and understanding drawn from your own academic studies? (250-500 words)

In what ways could your Praxis course Faculty Adviser be useful to you in terms of achieving your learning goals? (250 words)

Course Description

Write a tentative course description, like the ones in the course catalog. This should not be a
description of what you hope to do in your internship, but what you hope to achieve from the overall course itself. (100-150 words)

See Sample Course Descriptions from prior Praxis courses and other community.pdf as you get started.

Learning Objectives

List 3 preliminary learning objectives that you want to achieve through this course.

In a traditional course, your syllabus has specific course objectives to explain what a faculty member or institution expects students to have learned or accomplished through the work of the course. The same is true of a Praxis Independent Study course, except, in this case, you are the person developing the learning objectives.

To learn more about developing learning objectives and how learning objectives differ from goals, please view this video (which lasts about 10 minutes). Additionally, here is a link to Bloom's Taxonomy. This link provides language that might be helpful when drafting learning objectives.

We realize that you may not have your internship set up yet, but articulating these objectives ahead of time will be good preparation for helping you to talk to potential field sites. Additionally, these learning objectives or revised versions of them can be used as part of the final Learning Plan for your course.

1.

2.
Department and faculty supervision

My Dean or Major Advisor is aware of and has approved my plan to develop a Praxis Independent Study course.

(Students who have declared a major need approval from their Major Advisor; students who have not yet declared a major need approval from their Academic Dean)

Yes
No

Faculty Advisor

Has a faculty member already agreed to advise your course?

Yes
No

Please share their name and contact information below.

Name: 
Email: 
Phone Number: 

Who have you contacted/will you contact about acting as your Faculty Advisor for your course? (List 3)

1. 
Do you already have a field placement for this course?

Yes

I do not have a field placement, but I have a few organizations that I will reach out to.

I do not have a field placement and am not sure where I would want to do fieldwork for this course.

Please enter the contact name, title, organization, email address and phone number for your field placement. Praxis Program staff will contact the field supervisor directly to introduce the program and make resources for completing the Learning Plan available.

- Name of Field Supervisor/Field Contact Person
- Title of Contact Person
- Name of Organization
- Email Address for Contact Person
- Phone number for Field Site and/or Contact Person

List three places you will contact about doing fieldwork for this course:

1.

2.

3.

Finding a field placement can feel daunting. Fortunately, there is a lot of support for finding opportunities on this campus.
- Please review the [Quick Tips for Identifying and Securing Praxis Field Placements](#). These are quick, helpful tips for moving forward on the field placement portion of your course.
- We strongly recommend making an appointment with a career counselor at the Career & Civic Engagement Center to help you get started. To meet with a career counselor, use the Appointments function on Handshake.
- If you have not yet met with Praxis staff to talk about your course ideas, please reach out to either Nell Anderson (nanderso@brynmawr.edu) or Liv Raddatz (lraddatz@brynmawr.edu) to schedule a meeting.

*(Please set up a Handshake account if you have not done so already at [https://brynmawr.joinhandshake.com/](https://brynmawr.joinhandshake.com/))*

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**Resume**

Please attach a recent copy of your resume.

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**More Information**

**Faculty Advisor Approval**

Before this Course Proposal can be considered complete, the Praxis Program will need to have confirmation from the faculty member regarding their agreement to supervise the course.

1. Upon submitting this form, you will receive a confirmation email which will include your initial responses to the questions in this form and next steps for both you and your course Faculty Advisor.
2. Please forward this email to your course Faculty Advisor so that they can review your course proposal and approve it or make recommendations for revision.
3. If they approve it, they can email their approval to you and copy praxisis@brynmawr.edu, the Praxis Program email address.
4. If they would like you to make revisions, you can use the link in the confirmation email to make revisions and then forward them the revised information for approval.

5. Only when the Course Proposal Form with faculty approval is submitted to the Praxis Program will you be able to continue with developing your course.

You must have secured a Faculty Advisor for your course, who has approved your course proposal as described above, no later than Friday, May 21, 2021 to continue developing a Praxis Independent Study course for the following semester.

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Learning Plan Preparation Workshop

Please register for the required Learning Plan Preparation Workshop on Thursday, May 20 at noon in Handshake: https://brynmawr.joinhandshake.com/events/722508

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