



Student Proposal for School of Social Work

Teaching Apprenticeship: SWRK 5970*

***Use this form if you are proposing to teach a particular course under the direction of a faculty member to develop teaching competencies.**

***Note: Only full-time faculty are eligible to precept a student in an independent study**

→ **Date:** _____ (SWRK 5970 proposals are required to be to the Curriculum Committee Chair for review by 11/1 for Spring semester, 3/1 for Summer I and II, and 7/1 for Fall semester proposals)

I. STUDENT INFORMATION:

Name:	Phone:
Address:	City/State/Zip:
WIN #:	Anticipated Graduation Date (mo/yr):

Please check all that apply:

☐ Undergraduate

☐ Graduate Program:

Advanced Standing: ☐ Year One ☐ Year Two (PT AS only)

Full Time: ☐ Year One ☐ Year Two

Extended Study: ☐ Year One ☐ Year Two ☐ Year Three

Program Site:

☐ Grand Rapids

☐ Kalamazoo

☐ Southwest

II.FACULTY SECTION OF PROPOSAL:

Course:	Semester:
Year:	Credit Hours:
Sponsoring Faculty:	1. How often will you meet with student?: 2. Format for meeting (e.g., in-person, telephone, synchronous on-line, asynchronous on-line): 3. Length of each meeting:

→ Title:

- **Rationale for teaching apprenticeship** (specify how this will add to the student's knowledge, skills, and values and be differentiated from a currently available course):
 1. A student or students cannot do a teaching apprenticeship in a course they are currently enrolled.
 2. Undergraduate students must have a minimum of Junior status and may only propose a SWRK 5970 for an undergraduate course.
 3. Graduate students may propose a SWRK 5970 for either undergraduate or graduate level courses.
 4. Student must provide documentation that they have taken the course or an equivalent course they are proposing to do an apprenticeship in and received a minimum of a B/A.
 5. A course must not be taught by a student or students in an apprenticeship in lieu of the faculty of record. The apprenticeship is collaboration between the faculty sponsor and the student with the faculty teaching the majority of the class.
 6. When a student apprentice is teaching during a class session, the faculty of record must be present.

7. Students and faculty proposing a teaching apprenticeship must have the proposal approved by the Curriculum Committee with final approval by the Director of the School of Social Work prior to beginning the apprenticeship.
8. If more than one student is proposing to be an apprentice for the same course section, the faculty must provide rationale for the number of teaching apprentices in the SWRK 5970 application forms, separate proposals must be submitted by each student must be approved by the Curriculum Committee Chair and the Director of the School of Social Work.
9. A proposal using the SWRK 5970 application form must be submitted by the instructor of record to the Social Work Chair of the Curriculum Committee (CC) for review. If approved by the CC, the proposal will be forwarded by the Chair of the CC to the Director of the School of Social Work for review. Either the Chair of the CC and/or the Director of the School of Social Work may return the proposal to the Instructor of record with suggestions for revision, full approval, or denial.

→ **Documentation attached that student has completed the course they propose to do an apprenticeship and earned a minimum grade of BA:** ☐ Yes ☐ No

→ **Please provide a narrative of the activities you will be involved in relative to precepting the student in the teaching apprenticeship:**

→ **If you are requesting more than one student apprentice for this course, please provide rationale for how each student will be able to do unique learning and contribution in the SWRK 5970 course:**

III. STUDENT SECTION OF PROPOSAL:

1. Proposed role for teaching apprenticeship (specific details about proposed tasks and responsibilities):

2. Teaching activities that will be used in the apprenticeship:

- ☐ Prepare lesson plan ☐ Observe class lecture ☐ Facilitate class activities ☐ Research topic
- ☐ Deliver class lecture ☐ Develop online content ☐ Develop rubric ☐ Develop assignment
- ☐ Tutor students ☐ Manage study groups ☐ Project management ☐ Revise syllabus
- ☐ Other _____

Relevant EPAS and Products: List the proposed product(s) (e.g., observation, paper, teaching module, etc.) for the apprenticeship, upon which learning will be evaluated

Competencies:

Practice Behaviors & Commensurate Activities:

Outcomes/Products:

Core readings: List *at least three* references that the student will read as part of the Independent Study

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Student (signature):	Date:	Comments:
Social Work Faculty Sponsor:	Date:	Comments:
SSW Curriculum Committee Chair:	Date:	Comments:
SSW Director:	Date:	Comments: