

Independent Study Policy- MHRM Program

Intent

The objective of completing a three-credit elective MHRM independent study is to provide the opportunity for an in-depth research analysis of a critical HR topic. This culminates in a research paper addressing in detail the following areas:

Section I- A detailed and comprehensive academic literature review of research on the topic/area. Pending the topic selected, this could be a review of research focusing on leadership development, succession planning, workforce flow, performance management, compensation, strategy, analytics, metrics, etc.

Section II- A review of what is working in the field- why it is working; what are some of the practices that make a difference; what does the research say in relation to success and failure.

Section III- Everything considered, what are your recommendations to improve the topic/area, as well areas for future research. You should specify areas that need future research and spell out ways to conduct the research.

Use of elective credits

As a guideline, no more than six credits should be utilized for independent study. Other elective credits should be used for standard course electives offered as part of the MHRM program. A faculty member (usually the Graduate Director) must agree in advance to advise on the study. Once approval is received, a special permission number is needed for registration for the independent study course.

International Students- Use of Curricular Practical Training (CPT) Associated with an Independent Study

A CPT form can be obtained from the International Student Office to establish the CPT as part of an independent study. In those instances, the research paper should conform to the sections listed above but should also contain a brief section addressing how the work experience relates to the area you are researching (what are the work practices; what could be done to improve the work based on your research).

Regarding CPT & Independent Study (Applies only to International Students)

Curricular Practical Training (CPT) is practical work experience for F-1 students that is not a requirement of the MHRM Program but which may be utilized toward the elective section of the program via registration in an Independent Study course. This is provided, **there is available elective credit for Independent Study**. Independent Study credits count toward the elective section of the MHRM and two, 3-credit independent study courses are allowed within the MHRM. Each Independent Study Course must be three credits. Thus, in the case of F-1 students, only two Internships may be taken under Curricular Practical Training. Internships are used as source material for the Independent Study Course and as such, provide academic justification for the internship. Any internship utilized toward Independent Study must have relevance to an area of study in the field of Human Resource Management.

International Students seeking internships for either the Fall, Spring, or summer terms must plan accordingly. Students must first complete the online Off-Campus Workshop offered by the Office for International Scholars and Student Services (hosted on Canvas) to learn the regulatory requirements and authorization procedures and must also register for Independent Study **prior to the start of the term**. Again, the ability to register for Independent Study is contingent on the availability of elective credit within a student's record. International Students that cannot find an internship for a particular term must then decide if they will continue with the Independent Study without the use of an internship as source material or may choose to drop the Independent Study course altogether. Either way, it must be understood that Internships may not be taken on in the middle of a semester if the student has not pre-registered for an Independent Study. If a student does drop Independent Study after the add/drop period, they must do so before the deadline to drop with a "W" on the transcript.

It is important to note that CPT employment may not delay completion of the academic program. Also, work cannot commence until the student receives the CPT I-20 from Rutgers Global - ISSS and the authorized employment period has begun.

More information regarding CPT and the Off-Campus Workshop may be found at: <https://global.rutgers.edu/CPT>.