

Independent Study Requirements

Department of Art & Art History

Independent study courses are available to assist advanced level students in pursuit of important and relevant information not addressed by any organized course of study offered by the Art Department. This information sheet will familiarize students who wish to apply with the requirements and responsibilities of independent study coursework. To determine if independent study is appropriate for your academic goals, review the following information and consult your faculty advisor.

How to apply for independent study:

First and foremost, you must **apply for permission** through the faculty member you wish to study with **before** you enroll in an independent study course. ***You will be unable to register without an Independent Study Permission Form signed by the faculty member you will study with. Blank forms are available in the art office.***

To apply for independent study, students must submit a written syllabus or description of proposed projects to the faculty member they wish to study with. Along with project specifics, students must supply a schedule for presentation and review. Please use the attached form to aid you in organizing your proposal. ***Upon acceptance the faculty member will sign and retain a copy which will become the official contract for your independent study course.***

To qualify for independent study:

It is up to the faculty member you are applying with to determine if your independent study proposal is academically credible.

Independent study should only be considered when you have advanced standing in the area in question and it is impractical or impossible to pursue your interest in the context of an organized class. A schedule conflict is not a sufficient reason to apply for independent study.

You must verify that equipment for your independent study activity will be available and that your course of study will not impose undue hardships on organized classes or other faculty in the department.

You must demonstrate through grades, academic standing, and portfolio if necessary that you are qualified to apply. Students must have a “B” average or higher in the area in which they intend to study. Students on academic probation may **not** apply.

Independent study is a privilege granted by each faculty member on an individual basis. Faculty members will determine if they are sufficient time in their schedules to participate in independent study coursework. It requires considerable time and effort on your part as well as the faculty members. All faculty members reserve the right to refuse any independent study applications.

Independent Study Application Form
Department of Art & Art History

Semester _____ Year _____

Name _____

Area of Concentration _____

Student ID _____

Credit Hours Completed _____

Faculty Member _____

Faculty Signature _____

Chair Signature _____

Reason for Independent Study _____

Facilities and Equipment Required _____

Goals and Objectives _____

Syllabi

Project Description _____

Date(s) of review _____

Date of Completion _____

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