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## Independent Study Requirements

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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 + Art History Department. 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:

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- First and foremost, you must **request permission** from a faculty sponsor that you wish to study with **before** you enroll in an independent study section. **You will be unable to register without an Independent Study Permission Form signed by the faculty sponsor.**
- Students must submit a proposed projects list with project descriptions and deadlines to the faculty sponsor they wish to study with. 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 sponsor will sign and retain a copy of the permission form and project list, which will become the official contract for your independent study course.
- The Department Chair must sign the permission form for final approval.
- The original permission form and project list will be kept in your file in the Art + Art History Department.

### To qualify for independent study:

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- It is up to the faculty sponsor you are applying with and the Department Chair 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 3.0 Art GPA. **Students on academic probation may not apply.**
- Independent study is a privilege granted by each faculty sponsor on an individual basis. Faculty sponsors will determine if they have 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 sponsors'.
- **Every faculty member reserves the right to refuse any independent study applications.**

**INDEPENDENT STUDY: PERMISSION FORM**

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Name \_\_\_\_\_ Student ID 1000 \_\_\_\_\_

Area of Concentration \_\_\_\_\_ Art GPA: \_\_\_\_\_

Semester \_\_\_\_\_ Year \_\_\_\_\_

Advanced Credit Hours Completed \_\_\_\_\_

***Reason for Independent Study:***

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***Facilities and Equipment Required:***

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***Goals and Objectives :***

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Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

Faculty Sponsor (please print) \_\_\_\_\_

Faculty Signature \_\_\_\_\_ Date: \_\_\_\_\_

Department Chair Signature \_\_\_\_\_ Date: \_\_\_\_\_

**INDEPENDENT STUDY: PROJECT LIST**

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***1. Project Description:***

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**Critique Date:** \_\_\_\_\_ **Expected Date of Completion:** \_\_\_\_\_

***2. Project Description:***

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**Critique Date:** \_\_\_\_\_ **Expected Date of Completion:** \_\_\_\_\_

***3. Project Description:***

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**Critique Date:** \_\_\_\_\_ **Expected Date of Completion:** \_\_\_\_\_

***4. Project Description:***

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**Critique Date:** \_\_\_\_\_ **Expected Date of Completion:** \_\_\_\_\_

***5. Project Description:***

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**Critique Date:** \_\_\_\_\_ **Expected Date of Completion:** \_\_\_\_\_

**Please make copies and retain for your records. Project List must be submitted to Art + Art History Office prior to registration for an Independent Study**

# **INDEPENDENT STUDY: STUDENT SELF EVALUATION FORM**

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Student Name: \_\_\_\_\_ Student ID 1000 \_\_\_\_\_

Faculty Sponsor: \_\_\_\_\_

Semester Date: \_\_\_\_\_ Credit Hours Assigned \_\_\_\_\_

Please comment on your independent study experience in terms of (1) access to faculty sponsor, (2) challenging nature of the work, (3) feedback from your faculty sponsor and (4) overall value of the experience.

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Would you recommend an independent study to other students? YES or NO

Please circle the grade below which reflects your evaluation of your overall work performance.

A B C D F

Additional Comments:

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Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail or hand in this form to:

Art + Art History Department  
Attn: Academic Advisor  
502 S. Cooper St.  
Fine Art Building, room 335  
Arlington, TX 76019-0089

## **INDEPENDENT STUDY: FACULTY SPONSOR EVALUATION FORM**

Student Name: \_\_\_\_\_ Student ID 1000 \_\_\_\_\_

Semester Date: \_\_\_\_\_ Credit Hours Assigned \_\_\_\_\_

Student submitted permission form \_\_\_\_\_ YES or NO

Student submitted project list \_\_\_\_\_ YES or NO

Student met with you regularly: \_\_\_\_\_ YES or NO

Student met deadlines \_\_\_\_\_ YES or NO

Student's work satisfies independent study requirements \_\_\_\_\_ YES or NO

Student submitted student self evaluation \_\_\_\_\_ YES or NO

Please circle the grade below that reflects your evaluation of the student's overall independent study performance.

A B C D F

Additional Comments:

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Faculty Sponsor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail or hand in this form to:

Art + Art History Department  
Attn: Academic Advisor  
502 S. Cooper St.  
Fine Art Building, room 335  
Arlington, TX 76019-0089