

**COVER SHEET: INDEPENDENT STUDY**

DATE: \_\_\_\_\_

Student Name: \_\_\_\_\_ UMS # \_\_\_\_\_

Address: \_\_\_\_\_ Phone No. \_\_\_\_\_

\_\_\_\_\_ E-mail \_\_\_\_\_

Project Title \_\_\_\_\_  
(Identify topic or medium)

Semester & Year \_\_\_\_\_ Credits Requested (1-3) \_\_\_\_\_

Faculty Project Advisor(Dept.) \_\_\_\_\_

INSTRUCTIONS: Attach all materials listed on the reverse side of this form to the Cover Sheet. Submit them to the faculty project advisor; after his/her approval, all materials are submitted to the Department Chair. Students are responsible for complying with all departmental regulations for Independent Study. (see reverse side)

Following all approvals, the student will be registered by the Art Department. Confirmation of this registration isn available from the Faculty Project Advisor or on-line.

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For Department use only

Faculty Project Advisor \_\_\_\_\_  
(signature) (date)

Department Chair \_\_\_\_\_  
signature) (date)

Project Approved: Yes No Credits Assigned: \_\_\_\_\_  
Schedule No. \_\_\_\_\_

Special Comments:

Independent investigation of a special area under the supervision of a qualified professor.

Credits variable: 1-3.

**Enrollment Procedures**

A. Eligibility

1. Art History: Two from among Art 101, 102, or L104 plus three (3) courses above the 200 level and approval of faculty project advisor.
2. Studio: Two from among Art 101, 102, or L104 and all the courses in the medium of the project and approval of faculty project advisor.
3. 3.0 average in the major.

B. **The following materials must be submitted to the Faculty Project Advisor:**

1. Cover Sheet.
2. Copy of current degree audit. List any art courses not posted to the record.
3. Project Proposal. Essentially a contract, it is prepared by the student after consultation with the faculty project advisor indicating the nature and extent of the work necessary to complete the project (no more than 3 typed pages).

C. All materials must be submitted to the faculty project advisor no later than Add/Drop. Materials must be submitted to the Chair **following** faculty approval.

D. Final approval of all projects will be made by the supervising faculty and department chair and, when necessary, in consultation with other appropriate faculty members.

E. Following approval, the student will be registered by the Art Department. Confirmation of registration will be available from the Faculty Project Advisor or on-line.

**Grades and Credit toward the Major:**

A. Grades in an Independent Study will be based on:

1. In art history, a paper presenting the results of the research.
2. In studio, the works produced and whatever descriptive explanatory material is necessary to allow full evaluation.

B. Independent Study cannot be used for the minimum of 12 courses required for the major, except for students who declared prior to Fall 2000. In that instance three credits of Independent Study may be used.

C. Students are limited to a maximum of 6 credits in Art 478, 479.