



INDEPENDENT STUDY: REQUIREMENTS

Independent study provides advanced level students the opportunity to pursue important and relevant research not addressed by existing coursework offered by the Art + Art History Department. To determine if independent study is appropriate for your academic goals, review the following information and consult with your faculty advisor.

How to apply for Independent Study:

- Students propose a detailed project list, including project descriptions and schedule for presentation and review, to the faculty sponsor with whom they wish to study. Please use the attached form to aid in organizing the proposal.
- Students will not be permitted to enroll before submitting the appropriate paperwork to the Art + Art History office: Contract, Essay, and Project List signed by faculty sponsor and the area coordinator from the students' declared area of study. Forms must be submitted to the Art + Art History Office for approval by department Chair at least two weeks prior to the first day of classes for the semester of study.
- Students must provide faculty sponsors with a copy of the contract and project list. Original documents will be kept on file in the Art + Art History office.

To qualify for Independent Study credit:

- **Schedule conflict is not sufficient reason for Independent Study.**
- **Independent study will only be considered for declared Art majors with advanced standing in their area of concentration** (9 - 3/4000 level credit hours in concentration) when it is impractical or impossible to pursue stated proposals in the context of an organized class. Students must verify that equipment needed will be available and that activity related to study will not cause undue hardship on organized classes or faculty.
- Students must provide faculty sponsors with a copy of the contract and project list. Original documents will be kept on file in the Art + Art History office.
- Independent Study is a privilege permitted by faculty and the department Chair on an individual basis. Faculty sponsors will determine whether they have sufficient time to participate in independent study coursework, which requires considerable time and effort from all parties.
- **Faculty members can refuse any independent study applications.**
- **All forms - including the Contract, Essay, Project List, Project Forms, and Evaluations - must be submitted by deadlines set forth each semester.**



INDEPENDENT STUDY: **CONTRACT** (MUST BE TYPED)

Student name: _____ Student ID: 100 _____

Art Concentration: _____ Art GPA: _____ Cum. GPA: _____

Email: _____ Phone: _____

Proposed Area of Study: _____ Semester/Year: _____

Purpose for Independent Study, goals, objectives: (Essay required max 300 words)

Facilities and equipment required: (Be specific)

Student: _____
PRINT SIGN DATE

Faculty Sponsor: _____
PRINT SIGN DATE

Concentration Area Coordinator: _____
PRINT SIGN DATE

Department Chair: _____
PRINT SIGN DATE



INDEPENDENT STUDY: **PROJECT LIST** (MUST BE TYPED)

PROJECT 1:

CRITIQUE DATE(S): _____ EXPECTED DATE OF COMPLETION: _____

PROJECT 2:

CRITIQUE DATE(S): _____ EXPECTED DATE OF COMPLETION: _____

PROJECT 3:

CRITIQUE DATE(S): _____ EXPECTED DATE OF COMPLETION: _____

PROJECT 4:

CRITIQUE DATE(S): _____ EXPECTED DATE OF COMPLETION: _____

PROJECT 5:

CRITIQUE DATE(S): _____ EXPECTED DATE OF COMPLETION: _____

PROJECT 6:

CRITIQUE DATE(S): _____ EXPECTED DATE OF COMPLETION: _____



INDEPENDENT STUDY: **FACULTY NOTES & GRADES** (MUST BE TYPED)

PROJECT 1 FACULTY NOTES:

CRITIQUE DATE(S): _____ DATE OF COMPLETION: _____ GRADE: _____

PROJECT 2 FACULTY NOTES:

CRITIQUE DATE(S): _____ DATE OF COMPLETION: _____ GRADE: _____

PROJECT 3 FACULTY NOTES:

CRITIQUE DATE(S): _____ DATE OF COMPLETION: _____ GRADE: _____

PROJECT 4 FACULTY NOTES:

CRITIQUE DATE(S): _____ DATE OF COMPLETION: _____ GRADE: _____

PROJECT 5 FACULTY NOTES:

CRITIQUE DATE(S): _____ DATE OF COMPLETION: _____ GRADE: _____

PROJECT 6 FACULTY NOTES:

CRITIQUE DATE(S): _____ DATE OF COMPLETION: _____ GRADE: _____



INDEPENDENT STUDY: STUDENT SELF EVALUATION FORM (MUST BE TYPED)

Student name: _____ Student ID: 100_____

Faculty sponsor: _____ Semester/Year: _____

ESSAY REQUIREMENT:

Evaluate your independent study experience in terms of the projects attempted/completed, and the possible challenging nature of the work and research (max 300 words).

SELF EVALUATION REQUIREMENT:

Rate the following aspects of your Independent Study:

A-Excellent, B-Above Average, C-Average, D-Below Average or F-Did Not Meet Standards

Met with faculty sponsor regularly throughout the semester	A	B	C	D	F
Accepted criticism and suggestions from faculty sponsor, integrated appropriately to improve or complete projects	A	B	C	D	F
Completed projects in a timely manner	A	B	C	D	F
Challenging nature of work	A	B	C	D	F
Overall grade	A	B	C	D	F

Student Signature: _____ Date: _____



INDEPENDENT STUDY: FACULTY SPONSOR EVALUATION FORM (MUST BE TYPED)

Student name: _____ Student ID: 100 _____

Faculty sponsor: _____ Semester/Year: _____

The quality of essay and project list met the minimum standards or better:	YES	NO
Student was proactive in arranging meetings to fulfill scheduled deadlines:	YES	NO
Student's work satisfied stated independent study goals:	YES	NO
Other comments:		
Final grade:		
A B C D F		

Faculty Signature: _____ Date: _____