Graduate Registration Form for Independent Coursework
Updated: 5/8/14

INSTRUCTIONS:
1. Attain signature of the faculty sponsor, who has agreed to supervise the progress of your work and provide your final evaluation.
2. For internships: Do Not Use this Form! Please use internship packet-available on the School of Art website
3. Return COMPLETED form to Room 11D to the Graduate Program Coordinator. The Graduate Program Coordinator will then obtain the Associate Director's approval/signature.
4. It is your responsibility to verify that the course has been approved and added to your schedule. Check your schedule to make sure you are registered for the correct course, the correct number of units, and the correct instructor.

STUDENT: __

YEAR: ________  SEMESTER: ________  AREA: ________  COURSE: ________  UNITS: ________

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<tr>
<th>COURSE</th>
<th>TITLE</th>
<th>UNITS per semester</th>
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<td>599</td>
<td>Independent Study</td>
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<td>680</td>
<td>Graduate Studio- MFA Candidates only</td>
<td>3-10</td>
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<td>694</td>
<td>Practicum</td>
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Purpose or Subject of This Project (Must Not Duplicate Course Work): ____________________________________________________________

What are the Learning Outcomes: __________________________________________________________________________________

Expected Reading, Research, Lab or Field Work: ________________________________________________________________________

How Often/At What Times Will You Meet With the Instructor: __________________________________________________________________

What Work Will Be Created (Be Specific. 30-50 page paper, 2 chapters of dissertation, 6-8 large paintings, etc): __________

__________________________________________________________________________________________________________

If this is part of a larger scale project, how are you going to finalize your work (an exhibition, installation, presentation, conference, etc.): ____________________________________________________________________________
PLEASE ACQUIRE APPROPRIATE SIGNATURES BELOW. THEN, RETURN THIS FORM TO THE GRADUATE PROGRAM COORDINATOR, ROOM 11D.

I understand and agree that I must work a minimum of **three (3) hours per credit hour per week** and that it is my responsibility to make appropriate arrangements with the approving faculty for critiques and final submissions of complete work.

_______________________________________________  _________________________
Student's Signature  Date

I agree to supervise the progress on a weekly basis of the above student's work and to provide a final grade of it on the attached form.

_______________________________________________
Faculty Name (Please Print)

_______________________________________________  _________________________
Faculty Signature  Date

_______________________________________________  _________________________
Director's Signature/Approval  Date
GUIDELINES AND AVAILABLE GRADES

Independent Study: 599, 699
Purpose: For students working on an individual basis with a faculty member
Grades Available: S, P, C, D, E, I or W

Graduate Studio: 680
Purpose: Research/production for Thesis Exhibition. MFA students only.
Grades Available: A,B,C,D, E or W

Practicum: 694
Purpose: Mandatory practicum for present/future graduate teaching assistants
Grades Available: S, P, C, D, E, I or W

Research: 900
Purpose: Individual research not related to thesis or dissertation
Grades Available: S, P, C, D, E, K or W

Master’s Report/Oral Exam: 909
Purpose: Oral Exam for Art History students. Special project, formal report or written thesis. Does not require human or animal subject approvals (IRB). May not be published. Is considered an internal document and not for public consumption. Masters students only.
Grades Available: S, P, E, K or W

Thesis: 910
Purpose: Written thesis. May require human or animal subject approvals (IRB). May be published. Masters students only.
Grades Available: S, P, E, K or W

Dissertation/Comp: 920
Purpose: Research for the doctoral dissertation. PhD students only.
Grades Available: S, P, E, K or W

S = Superior
P = Pass
K = Continuing Status