



Graduate Registration Form for Independent Coursework

Updated: 8/8/20

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: _____
 Fall ARE minimum of three (3)
 Spring ARH hours of work per
 Summer Session 1 ART credit hour per week
 Summer Session 2

COURSE	TITLE	UNITS per semester
599	Independent Study	1-5
694	Practicum	1-4
698	Graduate Studio	3-10
699	Independent Study	1-5
900	Research	1-4
909	Oral Exam/ Master's Report- Masters only	1-5
910	Thesis- Masters only	1-6
920	Dissertation/Comp Exam- PhD only	1-9

Please attach a complete proposal including the following components:

1. A 2-3 paragraph statement describing what the project is about and its objectives. If you have an artist statement or a reading list, please include that as well.
2. A detailed description of the specific work that will be created. (For example: 6 large paintings, a 50 page research paper, etc.)
3. A timeline of activities including a schedule of regular meetings with the supervising instructor. These meeting times schedule have specific dates and times established.

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

Assistant 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
Practicum:	694
Purpose:	Mandatory practicum for present/future graduate teaching assistants
Grades Available:	S, P, C, D, E, I or W
Graduate Studio:	698
Purpose:	Research/production for Thesis Exhibition. MFA students only.
Grades Available:	A,B,C,D, E 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