

SCHOOL OF FILM AND PHOTOGRAPY REQUEST FOR OFFERING INDEPENDENT STUDY MTA 492

Available for current Undergraduate Students Only

Independent Study represents an opportunity for exceptional students to pursue research beyond the scope of the curriculum, working one-on-one with a faculty member. Students should be aware that faculty receive no compensation for Independent Study and have no obligation to accept Independent Study projects. Acceptance will be based on the qualifications of the student, the merits of the proposal, including the quality of its presentation, and its relevance to the faculty member's interests and expertise. Academic expectations are the same as any 400-level course, including the number of contact hours and amount of independent work expected per credit.

The School of Film and Photography requests permission to offer the following Independent Study:

Year _____ course will be offered: Fall Spring Summer (F6 I6 L6 All)
Please select summer session

Student: _____ **ID#:** _____
Last Name, First Name, Middle Initial

_____ MTA 492 01 _____
CRN Subject Abbr. Course Num. Section Num. Credits (1-3)*

Title of Proposed Project**

Instructor's Name – please print

* The maximum number of 492 credits that can count towards graduation is 6.

** The generic title "Independent Study" will appear on the student's permanent transcript record.

Instructions:

1. Students should plan independent studies well in advance, in consultation with prospective faculty. **Independent study proposals will not be accepted after the Add/Drop deadline, or for projects that are already completed.**
2. On the back of this form, describe your proposed project, including the activities you will pursue for these credit(s) and what you hope to learn from this experience. If the project requires SFP equipment, indicate the equipment and dates needed. **Note that access to SFP equipment for independent study may be restricted and should be verified with the instructor before proposing a project.** If a proposal needs more information, additional pages may be attached. Remember that the quality and clarity of the proposal may determine the approval of the project.
3. Present the proposal to the instructor for review and approval, making changes as necessary.
4. If the instructor accepts the proposal, he or she **must** complete the **EVALUATION** section on the back of this form, indicating contact hours, expectations and grading criteria.
5. The student's academic advisor must sign the form, verifying that the student is in good academic standing and has not exceeded the total number of 492 credits.
6. The instructor will then submit the proposal to the School Director for final approval. Only complete and signed proposals for appropriate academic projects will be approved.

↩ Reverse side must be completed ↩

Fill out the following information (PLEASE TYPE, attach additional pages as necessary.)

Project description (include equipment needed with dates; note equipment access may be restricted)

Learning Objectives (what do you hope to learn through this project?)

Bibliography of relevant sources

Evaluation (TO BE COMPLETED BY THE INSTRUCTOR) Describe expectations for the course, including weekly contact hours, assignments & grading criteria, corresponding to proposed credits.

Approvals:

Student Signature _____ Date: _____

Instructor Signature _____ Date: _____

Advisor Signature _____ Date: _____

Director Signature _____ Date: _____