

Application for Independent Study

NAME (PRINT): _____

Major / Concentration: _____

Faculty Sponsor: _____

Earned (completed) credits to date: _____

Cumulative Grade Point Average to date: _____ (3.0 required minimum)

Undergraduate Independent Study: _____ Number of Credits (1 -3) _____

Graduate Independent Study: _____ Number of Credits (1 -3) _____

Approval Signatures

FACULTY SPONSOR

Date

DIVISION CHAIR

Date

FACULTY ADVISOR

Date

Attach your proposal for Independent Study to this application and submit it to your faculty sponsor for approval and signature.

This completed application must be reviewed by your Faculty Advisor and returned to the Registrar with your registration schedule.

Please review the Guidelines for Independent Study on the following page.

Memphis College of Art

Guidelines for Independent Study

The purpose of independent study is to provide for intensive study in an area of special or specific interest to supplement the established curriculum, not as a substitute for existing coursework. Supervising faculty members guide, evaluate, and grade students on their work. The same quality of work and time invested in traditional class settings is expected of students in independent study courses (i.e. six work hours per week per credit for studio coursework and three hours per week per credit for Liberal Studies coursework).

Undergraduate students with a 3.0 GPA and who have completed 60 hours are eligible to register for independent study. No more than one independent study is permitted per semester and a maximum of six credits of independent study may be applied toward a BFA degree. Graduate students must confer with the appropriate Graduate Director for eligibility.

A student interested in an independent study must request the sponsorship of a faculty member who has appropriate interests and competencies to serve as the Supervising faculty. With the assistance of that faculty member, a student must prepare a written proposal detailing the:

- nature of the project
- proposed semester schedule, including meetings with the sponsor and deadlines
- faculty involvement in the project and process
- expected outcome of the project (i.e. skills developed, experience gained, work completed)
- method of evaluating the completed work

The Division Chair, under whose auspices the study will be conducted, will review the proposal for an overview of curricular context.

The Faculty Advisor must approve the “Application for Independent Study” as a component of the student’s overall course registration, no later than the end of the Drop/Add period of any semester.