

**INDEPENDENT STUDY/PRACTICUM PROPOSAL
(PERMISSION TO REGISTER) FORM**

NAME _____ SPIRE ID (8 digits) _____

CELL OR HOME PHONE: _____ E-Mail: _____

MAJOR _____ *SPONSOR _____

***IMPORTANT NOTE: If non-faculty sponsor, a FACULTY sponsor signature is required below.**

CATALOG #** _____ CLASS # _____ # OF UNITS _____

****WHAT CATALOG # DO I USE (i.e. THEATER 298 vs. 396 etc.)? SEE REVERSE FOR INFORMATION!**

DATE OF INDEPENDENT STUDY/PRACTICUM _____ / _____
Semester Year

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DESCRIPTIVE TITLE OF INDEPENDENT STUDY/PRACTICUM:

WHAT ARE THE GOALS AND OBJECTIVES OF YOUR INDEPENDENT STUDY/PRACTICUM?

HOW WILL YOU ACHIEVE THESE GOALS?

HOW OFTEN WILL YOU MEET WITH YOUR SPONSOR?

HOW WILL THE INDEPENDENT STUDY/PRACTICUM BE EVALUATED? (BEWARE: THEATER 298 IS MANDATORY PASS/FAIL **ONLY** – Attn: Sponsors -- If you want to give a mandatory pass/fail grade for an undergraduate, use this course number!)

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Student Signature

Date

Faculty Sponsor Signature

Date

SUBMIT COMPLETED FORM TO DENISE WAGNER IN THE MAIN OFFICE, ROOM 112.

Registration completed by: _____
(initials)

(date)

UNDERGRADS--PLEASE READ!!! REQUESTING AN INCREASE IN YOUR UNIT LIMIT CAN ONLY OCCUR DURING THE SEMESTER OF RECORD (I.E. YOU CANNOT GET AN INCREASE TO YOUR UNIT LIMIT IN ADVANCE OF THE SEMESTER). TO REQUEST A UNIT OVERLOAD, GO TO THE ARTS & SCIENCES DEAN'S OFFICE, E-24 MACHMER HALL.

Theater Dept. Independent Study Course #'s

What follows regards classification of independent study units; all of the below classes can be differentiated with 100, 200, 300, 400 & 500-level numbers, corresponding to 1st, 2nd, 3rd, and 4th year undergraduate work and 5th year combination graduate and undergraduate coursework. Use 600 and 700 level numbers for graduate students. In arranging your classes, practicums, & independent studies, please remember the following:

- **Elective Pass/Fail:** initiated by the student, and does not involve faculty notification; supervising faculty must submit a letter grade for the student (if that letter grade would negatively affect the student's GPA a "P" which does not affect GPA is registered; if the letter grade would *improve* the student's GPA, the letter grade *is used* by the Registrar instead, regardless of elective P/F.
- **Mandatory Pass/Fail:** initiated by the faculty at the time the course is set up. The student is aware of the P/F restriction, and has literally no choice. A course can never be made retroactively MPF.

TH298 and 498 are set up as repeatable **Mandatory Pass/Fail**, 2-6 variable unit courses. These are initiated by students seeking P/F credit for curricularly oriented extra class projects (for example, TH298 for the UG Shakespeare Festival); final grading is given by sponsoring faculty.

TH196, 296, 396, 496, 596, 696, and 796: 1-6 credits, independent study (w/an "H" notation if an honors ind. study); typically student-initiated, and can be created by mutual contract with faculty as late as registration week or later, with a late add form; independent study numbers are most always listed on SPIRE*.

TH198, 398 and 598: Practicum experimental courses; these are exactly like the above special topics courses, except that they involve predominantly practicum work rather than reading, written assignments, and written tests; for example Miguel's puppetry courses (TH398B). These courses are offered for a letter grade.

***NOTE: If you do not see a course number listed on SPIRE for an independent study course or practicum, see Mark Dean, our Scheduling Representative, so that he can put through the request to the Registrar's Office for a SPIRE class number.**

IMPORTANT: YOU CANNOT USE THE SAME COURSE NUMBER FOR TWO SEPARATE INDEPENDENT STUDY COURSES. IF YOU ARE TAKING MORE THAN ONE INDEPENDENT STUDY COURSE IN A SEMESTER, USE A DIFFERENT COURSE NUMBER FOR EACH SPONSOR. EXAMPLE: IF YOU ARE TAKING TWO INDEPENDENT STUDY COURSES IN ONE SEMESTER, YOU COULD REGISTER FOR THEATER 796 WITH ONE SPONSOR; AND THEATER 696 WITH ANOTHER. IF YOU NEED A THIRD NUMBER, YOU COULD USE THEATER 596 WITH THAT THIRD SPONSOR.