

# Petition for Group or Independent Study

## Department/Program

- ARCH                      Special Group Study (eg: DeCal, Peer Tutoring)    98    198
- CY PLAN                      Supervised Independent Study\*    99    199
- ENV DES                      Field Studies (1-3 Units)    197
- LD ARCH
- VIS STD                      Term: \_\_\_\_\_ Year: \_\_\_\_\_ Units: \_\_\_\_\_(1-4)

\*Independent study: the student is responsible for finding an instructor to supervise his or her work, and should meet with that instructor at least once a week.

### Please note the following campus-wide regulations:

- Students enrolled in 198 and 199 courses must have completed at least 60 semester units of undergraduate study and be in good academic standing (2.0 GPA or better).
- Credit for 97, 98, 99, 197, 198 and 199 (special studies) courses in a single semester may total no more than 4 units.
- Only a grade of PASSED/NOT-PASSED is to be assigned.
- No more than a total of 16 units of special studies courses may be used to meet the requirements for a bachelor's degree.

### To obtain course approval:

1. Complete and sign this form.
2. Prepare a type-written course description using the following information as a guideline and attach it to this form:
  - a. Describe your proposed study (design, reading, theory, photographs, etc.)
  - b. Describe the work upon which the grade will be based (paper, series of essays, design project, photographs, etc.)
  - c. Describe your preparatory background in this area of study and how this work is relevant to your course of study.
  - d. What amount of time will you spend working on your own each week and how often will you meet with your instructor? You may earn one unit of credit for every three hours of work and/or consultation with your instructor per week.
3. Obtain approval from the faculty member who will supervise the course, and have that person sign and date the petition.
4. Submit your completed and signed petition to 250 Wurster Hall to confirm your eligibility and obtain approval.
5. If your request is approved, the course control number will be emailed to you.

### Student Information:

_____ Student's Name (Please Print)	_____ Student's Signature	_____ Date
_____ SID#	_____ Email	(____)____-____ Phone number

### Instructor Approval:

I am a ladder rank faculty or adjunct faculty, and will supervise and evaluate this student's work and be available to meet with him/her regularly as required by the guidelines listed above.

_____ Instructor's Name (Please Print)	_____ Instructor's Signature	_____ Date
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### College Undergraduate Adviser:

(        ) units of 97, 98, 99, 197, 198, 199 already completed (16 units maximum)	If Approved: <input type="checkbox"/> Adviser email student Intl: _____ Date: _____
(        ) total units completed (60 units minimum for 197, 198, 199)	
(        ) in good academic standing (2.0 GPA minimum)	
Eligible <input type="checkbox"/> Not Eligible <input type="checkbox"/> Adviser's Signature _____	

### Department Curriculum Committee:

Approved    Denied    Department Signature \_\_\_\_\_

### Scheduler:

CCN \_\_\_\_\_   CEC (if needed) \_\_\_\_\_

**Petitions must be received by Friday of the second week of the term 5/24/11**