

CoAD College of Architecture and Design
INDEPENDENT STUDY COURSE APPLICATION_ Graduate Students

Definition An Independent Study is a graduate elective course intended to provide study, research, or project experience for a qualified student, beyond what is available in the regular college curriculum. The study is prepared by a student under the supervision of a faculty member. The study topic must be substantially original and the work cannot be a replication of or substitute for an existing course. An individual student may take only two Independent Study courses with a maximum of six total credit hours counted toward the completion of a degree. Note that undergraduate students with an interest in similar special research and learning opportunities may develop Directed Studies courses, which require a different form.

Prerequisites Qualification for preparation of an Independent Study requires graduate standing, a minimum grade point average of 3.25, and written approval of the associate chair or chair of the Department of Architecture or the chair of the Department of Art and Design prior to registration in the course. The dean or associate dean of the college must also sign and approve the completed proposal after the approval of the chair or associate chair.

Procedure

1. Students should first ask an instructor if he or she would be willing to supervise an Independent Study. The instructor should be someone who is considered an expert in the area of interest to be addressed in the study and is, preferably, a full-time faculty member. Adjunct and part-time faculty members may participate if approved by the department chair based on that faculty member's adjunct teaching load and expertise.
2. The student must prepare a proposal to be reviewed and approved first by the instructor and then submitted to the department no later than the end of the first week of the semester in which the work is to be completed.
3. For clarity, it is best if the student can state the study topic in one sentence. The topic must be highly focused, something that can be researched in depth, yet completed during a single semester as in these three examples:

“The Influence of Vastu Sastra on the Temple of Angkor Wat”
“Detroit Religious Architecture of the 1950's”
“American College Libraries in the Nineteenth Century”

4. There must be a specific outcome for the project including project form, length, and the intended results. The student will delineate these objectives below.
5. A schedule of meetings with the instructor will be set up to meet regularly, typically weekly, but possibly bi-weekly. It is expected that half of the work will be completed by midterm.
6. Credit hours for the study correspond with the amount of work to be completed. The outcomes and expectations are to be commensurate with the number of assigned credit hours and graduate course level standards. Independent Studies can be for one, two, three or four credits and will be recorded in the transcript as follows:

ARC 6881 – Independent Study
ARC 6882 – Independent Study
ARC 6883 – Independent Study
ARC 6884 – Independent Study

8. The completed proposal is to be submitted to the associate chair or chair of the Department of Architecture or the chair of the Department of Art and Design for approval, as noted above. Proposals that are incomplete or that need revisions will be returned to the student for completion or the proposal may be rejected.
9. Students will be notified once the proposal is approved. The signed copy may be picked up and the student may proceed to register for the class. An override will be entered for the appropriate course number, which will allow the student to register.

INDEPENDENT STUDY PROPOSAL_ Graduate Students

NAME _____ **BANNER ID** _____

EMAIL _____ **PHONE** _____

CREDIT HOURS _____

COURSE NUMBER ARC 688 ___ (Enter the last digit, which is the number of credit hours.)

COURSE TITLE Independent Study: _____

SPONSORING FACULTY MEMBER _____

RESEARCH QUESTION, INVESTIGATION, or THESIS [150 characters maximum.]

SIGNIFICANCE How will the independent study contribute to existing research and creative work on this topic? Provide an abstract for the study in 150 words maximum.

OBJECTIVES What will the student achieve through this study? [List 3-5 objectives of the study, including in the forma of a one or two sentence description for each objective]

01:

02:

03:

04:

05:

OUTCOMES How will the student document the successful pursuit of the stated objectives? List one to three outcomes for the study, one sentence for each, that describe how each outcome will document the study objectives listed above

01:

02:

03:

METRICS How will the supervising instructor measure success within the outcome(s)? The instructor is to provide an evaluative breakdown of each outcome, with a specific percentage breakdown of the weight assigned to each evaluative measure.

01:

02:

03:

04:

05:

SCHEDULE When will the outcome(s) be completed and assessed? Complete the week-by-week breakdown of the semester's work, including key deadlines, meeting dates and the overall staging of research.

WK01

WK02

WK03

WK04

WK05

WK06

WK07

WK08

WK09

WK10

WK11

WK12

WK13

WK14

ANNOTATED BIBLIOGRAPHY How does the student frame the existing intellectual context in the subject area of the study? List four to five peer-reviewed, published sources, presented in MLA citation style for books or periodicals; <https://owl.english.purdue.edu/owl/resource/747/06/>. Also provide with each citation, one sentence describing the relevance of each cited source.

01:

02:

03:

04:

05:

REFERENCE Students may wish to consult the following source, ‘How to Write a Research Paper on Architecture,’ by Gray Read, which may be found at <http://faculty.fiu.edu/~readg/TipsLinks/HowtoWriteaResearchPaper.htm> or the book, *Writing Architecture: A Practical Guide to Clear Communication about the Built Environment*, by Carter Wiseman.

APPROVAL SIGNATURES

STUDENT

DATE

SPONSORING FACULTY MEMBER

DATE

CHAIR, Department of Art and Design or
ASSOCIATE CHAIR, Department of Architecture

DATE

DEAN or ASSOCIATE DEAN
College of Architecture and Design

DATE