

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.

← See
2nd page
of this
form

Student Information:

Student's Name (Please Print) _____ Student's Signature _____ Date _____

SID# _____ Email _____ Phone number (____)____-_____

Faculty Approval:

I am a ladder rank faculty member 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.

Professor's Name (Please Print) _____ Professor's Signature _____ Date _____

College Undergraduate Adviser:

() units of 97, 98, 99, 197, 198, 199 already completed (16 units maximum)

() total units completed (60 units minimum for 197, 198, 199)

() in good academic standing (2.0 GPA minimum)

Eligible Not Eligible Adviser's Signature _____

If Approved:
 Adviser email student
Intl: _____
Date: _____

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

Directions: Please fill out the following parts.

A. Describe your proposed study (design, reading, theory, attached 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 even earn one unit of credit every three hours of work and/or consultation with your instructor per week.